DOCUMENT RESUME

ED 120 465 95 CE 006 761

TITLE Sub-Project 7 of Wisconsin 553, Part F, EPDA--Industry/Exchange Program: Final Report.

INSTITUTION Wisconsin Univ. - Stout, Menomonie. Center for Vocational, Technical and Adult Education.

SPONS AGENCY Office of Education (DHEW), Washington, D.C.; Wisconsin State Board of Vocational, Technical, and Adult Education, Madison.

PUB DATE [74]

NOTE 94p.; Page 4 of Appendix C will not reproduce in microfiche

EDRS PRICE MF-$0.83 HC-$4.67 Plus Postage

DESCRIPTORS Industrial Training; Program Evaluation; Program Planning; *Program Proposals; Questionnaires; *School Industry Relationship; State Programs; Statewide Planning; *Teacher Exchange Programs; Teacher Improvement; *Vocational Education Teachers; *Work Experience Programs

IDENTIFIERS *Wisconsin

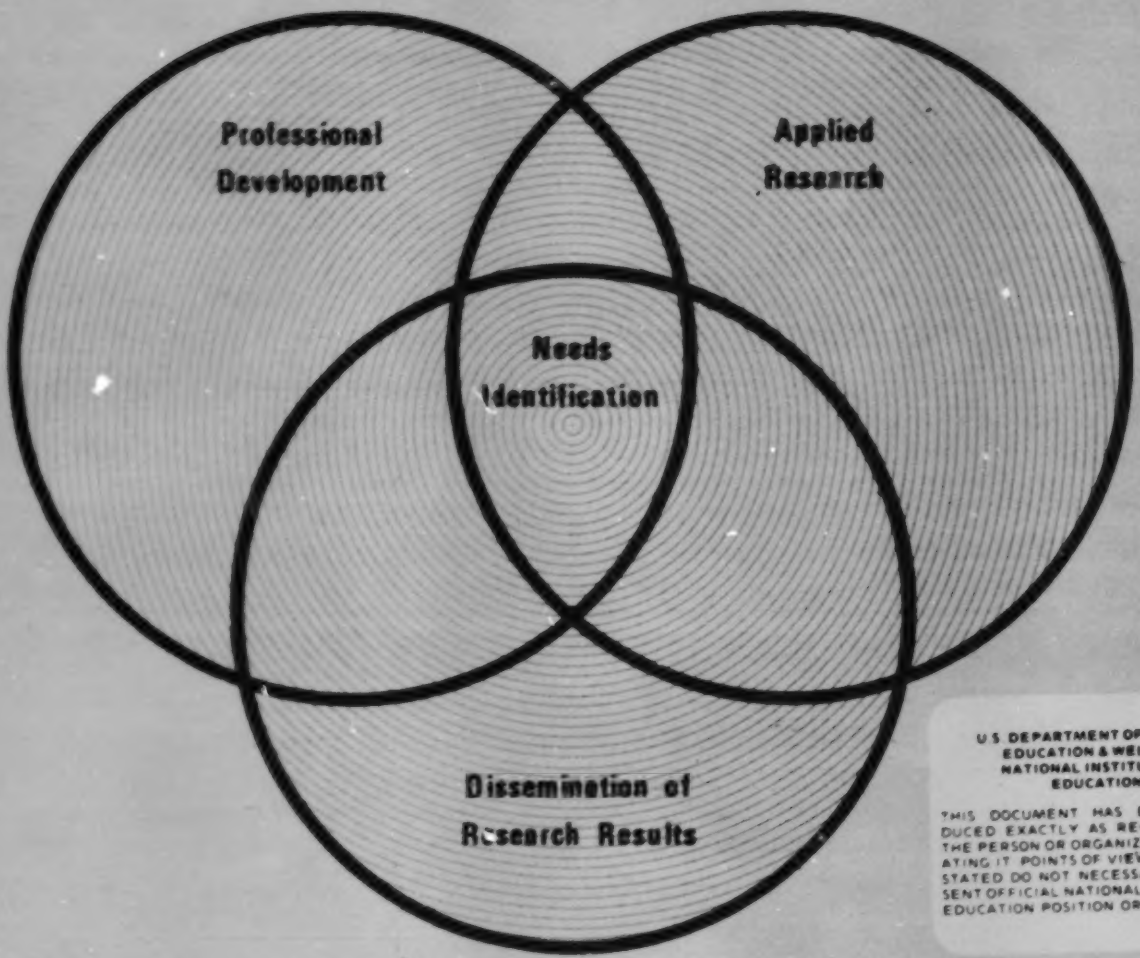
ABSTRACT

The final report describes a study to develop a statewide teacher/industry exchange program in Wisconsin that would provide vocational-technical instructors with occupational experience opportunities. Three plans for implementing the program were developed: (A) swapping the positions of a business or industrial person with that of a vocational teacher for a stated period of time; (B) employing the vocational teacher in industry, with the company involved supplying a part-time employee to assist in the vocational school's curriculum development; (C) employing the vocational teacher in industry for a period of time. Questionnaires were developed and sent to vocational districts and industries. None of the above plans were implemented due to lack of industry interest. Recommendations include: teacher exchange programs should be developed at the district level; plans B and C only should be used, and designated as work experience programs; work experience for vocational instructors should be provided, with possible college credit. Appended material includes the questionnaires, a listing of the 400 businesses and industries contacted, forms from a functioning work experience staff exchange program, and a program proposal for such a program. (LH)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

ED120465

MAR 25 1976



U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

CVTAE CVTAE CVTAE CVTAE

Center For Vocational, Technical And Adult Education UW-Stout Menomonie, Wisc. (54751)

CE008781

Final Report

Sub-Project 7 of Wisconsin 553, Part F, EPDA -- Industry/Exchange Program
Project No. 190-008-153-134

John A. Jarvis, Director

Center for Vocational, Technical
and Adult Education

University of Wisconsin-Stout
Menomonie, Wisconsin

SUB-PROJECT 7 OF WISCONSIN 553, PART F, EPDA --
INDUSTRY/EXCHANGE PROGRAM

Final Report

Project No. 190-008-153-134

John A. Jarvis, Director

Center for Vocational, Technical and Adult Education

University of Wisconsin-Stout

Menomonie, Wisconsin

The research reported herein was performed pursuant to a grant or contract with the Wisconsin Board of Vocational, Technical and Adult Education partially reimbursed from an allocation of federal funds from the U.S. Office of Education, U.S. Departmentof Health Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their professional judgment in the conduct of the project. Points of view or opinions stated do not, therefore, necessarily represent official State Board or U.S. Office of Education position or policy.

Table of Contents

	Page
List of Tables	iii
Chapter I: The Teacher/Exchange Project	I-1
Purpose	I-1
Objectives	I-1
Summary	I-1
Chapter II: Introduction	II-1
Purpose	II-1
Objectives	II-1
Review of the Literature	II-2
Description of the Three Plans	II-3
Chapter III: Methods and Procedures	III-1
Development of Teacher/Exchange Possibilities	III-1
Chapter IV: Findings	IV-1
Summary of Responses From Business and Industry	IV-1
Summary of Responses From VTAE Districts	IV-2
Chapter V: Recommendations	V-1
Bibliography	V-3
Appendixes	

List of Tables

		Page
1.	A Summary of the Responses to the Questionnaires Mailed to and Returned by Business and Industrial Companies	IV-1
2.	Tabulation for Those Companies Responding Yes to One or More of the Proposed Plans	IV-2
3.	A Summary of the Responses to the Questionnaires Mailed to the Sixteen Wisconsin Vocational, Technical and Adult Education Districts	IV-4
4.	A Summary of the Responses Received From the Several Wisconsin Vocational, Technical and Adult Education Districts	IV-7

CHAPTER I

The Teacher Exchange Project

This study was designed to develop a Teacher/Industry Exchange Program and to provide vocational-technical instructors with occupational experiences that would meet vocational certification requirements and to provide these teachers with the opportunity to update their skills and knowledges.

The objectives for this study were:

a. Assess the current status of the industry exchange program for vocational personnel in Wisconsin.

b. Identify industries which would participate in an industry-exchange program.

c. Determine the problems to be solved to implement an industry exchange program.

d. Develop a model/or plan for implementing an industry - education exchange program.

e. Identify ten vocational education personnel and related industries to participate in an industry - education exchange to implement the model.

Summary

A total of 400 Wisconsin businesses and industries were identified as employing more than 100 persons and located in a city having a vocational-technical school. Only 94 or 23% of these companies returned completed questionnaires. Only one company indicated an interest in exchanging an industrial worker for a vocational technical teacher. This same company later said they could not participate in an exchange program this year (1974) because of general business conditions.

Sixteen companies said they would consider the employment of a vocational-technical instructor. Five companies said they would employ a vocational-technical teacher and provdie advisory personnel in a "when available" basis.

An appropriate vocational district was informed of the job opportunities available. One company, when contacted later about the employment of a teacher, said they could not now employ a vocational teacher because of general business conditions.

The recommendations as a result of this study are:

1. The development of any kind of a teacher exchange program should not be attempted on a state wide base. The mechanics

for developing a state wide program are too involved and it is difficult to conduct inquiries and placement of vocational and technical instructors by mail. It is therefore suggested that teacher/exchange programs be developed at the district level. District One Vocational, Technical and Adult Education District does have an exchange program in operation. This program is a teacher/exchange program plan C activity and has been in operation one year only with one instructor now employed in industry under this program.

Since this is the first year of this program and because the one instructor in industrial leave has not completed his assignment it is difficult to assess the success of this program.

2. Only one company of the 400 surveyed was willing to participate in a Plan A type of teacher/exchange program. This company at a later date could not participate in such a program because of "general business conditions." A Plan A type of program involves the direct exchange of an industrial worker for a vocational teacher, also the experiences of other instructors in promoting such a project has not been satisfactory because: it involves an additional expenditure of funds for travel, an orientation session for the industrial worker exchanged, the reluctance of industry to release a productive worker, and problems associated with a teacher in industrial leave. These problems included: job seniority, salary differential, length of leave, number of instructors on leave, obligation of teacher on completion of the industrial leave, eligibility for leave program, selections of teacher(s) for the leave or exchange program, and fringe benefit contributions.

Since there is an obvious lack of interest on the part of industry for the Plan A type of program, and because of the difficulties listed, that future efforts in developing exchange programs should be expended in developing programs using either the Plan B or C approach.

3. Since the Plans B and C do not involve the exchange of industry personnel, these types of programs should be designated as Work Experience Programs.

4. Some attempt should be made to provide work experience for instructors in vocational programs to meet certification requirements and to update the instructor in his or her occupational skills.

5. Future attempts made to develop a teacher/industry exchange should include the possibility for the earning of college credit by the completion of work experience in industry.

CHAPTER II

TEACHER/INDUSTRY EXCHANGE PROGRAM

Introduction

Vocational, Technical and Adult Education personnel are required to have non-educational occupational experience to be certified to teach in the Wisconsin Vocational, Technical and Adult Education system. Many instructors meet this requirement prior to becoming employed in the system; some do not. No formal provision is made for vocational instructors to complete or make-up this work experience requirement. Also all instructors need to update their occupational skills and study current methods or procedures in the industry related to their discipline. Thus, there is a need to develop an industry exchange model and/or plan to help update vocational education personnel in their disciplines and to complete the occupational requirements of the vocational teaching certificate. In addition, the exchange program would afford industry the opportunity to make their needs known and develop a closer working relationship with vocational-technical education in Wisconsin.

The report, Priorities of Vocational Education Staff Development Activities for Wisconsin 1973-75, included a listing of professional development activities ranked in priority order. These activities were ranked by a state wide EPDA Advisory Committee for Part F. This committee was composed of representatives from teacher education, VTAE instructional services, vocational research, private universities and the Department of Public Instruction. A total of 23 professional development activities were identified and ranked by this committee. Included in this list of ranked activities was development of a Teacher/Industry Exchange program. This program ranked 6.5 when ranked by response means and in the top seven when ranked by modal responses. Also, and based on modal responses, this activity was ranked as having a high priority and is greatly needed.

Purpose

The purpose of this study was to update approximately ten vocational education personnel in selected disciplines in selected areas through a pilot industry exchange program incorporating an assessment of the current extent of staff exchange, procedures to follow, problems to be solved, and the development of a local educational district model and/or plan for a staff-industry exchange program by June 30, 1974.

Objectives

A project designed to develop this activity - Development of a Teacher/Industry Exchange Program - was submitted and approved. The

objectives of this study as approved were:

a. Assess the current status of the industry exchange program for vocational personnel in Wisconsin.

b. Identify industries in Wisconsin which would participate in an industry-education exchange.

c. Determine the problems to be solved to implement an industry-exchange program.

d. Develop a model/or plan for implementing an industry-education exchange program.

e. Identify ten vocational education personnel and related industries to participate in an industry-education exchange to implement the model.

Review of the Literature

As stated earlier many have recognized the need for industrial contacts by vocational-technical teachers. These contacts are viewed as needed and necessary so that the instruction given to the vocational-technical student is accurate, realistic, and up-to-date. Frequent industrial contacts by the vocational-technical teacher should help provide up-to-date instruction and a graduate who will be successful when placed in business and industry. These contacts may well include a period of employment in business or industry for the vocational-technical teacher.

Vocational education teachers need occupational experience to better teach the essentials for gainful employment (8).

James (6) views an industry/school exchange program as one designed at keeping vocational-technical instructors updated in the skill or skills they are teaching through their participation with the related industry or industries and the actual application of the skills while on the job.

The original concept for a teacher industry exchange program involved the swapping of a business or industrial employed person for a vocational teacher. That is, for a stated period of time a vocational teacher would be employed in the position that was held by the business or industry employed worker. The business or industry employed worker would replace the vocational teacher for the same time interval.

Such a program is described in a handbook for teacher educators titled "Occupational Experience for Vocational Education Teachers" (8). This program included the swapping of a foundry instructor from

the University of Wisconsin - Stout and a foundry supervisor from Deere and Company. The industry foundry supervisor had teaching experience. The foundry supervisor from Deere and Company was assigned a full time college teaching load. The Stout instructor was assigned a rotating supervisory role in six foundries of Deere and Company.

Stout paid the salary of the college instructor while he completed his work experience at Deere and Company. Deere and Company paid the salary of the industrial worker on loan to Stout and the living expenses of both participants and the traveling expense of its supervisor. Stout paid the traveling expenses of its instructor. This exchange program then did involve the expenditure of funds over and above that normally expended for the teaching of several foundry classes.

As a result of the study it was recommended the an industrial worker serving as an exchange instructor should not be assigned a full time teaching load. Also that the industrial instructor should be given a one week orientation to his teaching assignment. Both recommendations if adopted add additional costs to the exchange program.

Other difficulties experienced when developing exchange programs (6):

a. Lack of basic teaching skills by most industrial workers.

b. Industry is not willing to release a skilled worker and thus lose his production.

c. The difficulty in coordinating the industrial worker's absence from the job and his placement as a teacher.

d. The industrial worker is not always willing to work the extra hours without additional compensation.

It would appear from the difficulties cited that an exchange program whereby an industrial worker swaps places with a vocational technical teacher is difficult to administer and will increase the cost of instruction. But vocational teachers must have the opportunity to renew and update their skills.

A summary of the literature would seem to indicate that at least three plans may be developed to assist the vocational-technical instructor in his efforts to keep up-to-date and/or complete the occupational experience requirement for the vocational teaching certificate.

These three plans are outlined below:

Plan A - This teacher exchange program would involve the swapping of a business or industrial employed person for a vocational teacher. That is, for a stated period of time a vocational teacher would be

employed in the position that was held by the business or industrial employed worker. The business or industrial employed worker would replace the vocational teacher for the same time interval.

Plan B - The vocational teacher under this plan would be employed in industry for a period of time. The industry or business involved would furnish, on a part-time when available basis, an employee who would assist the vocational school in the development of courses, identification of course sequences, preparation of instructional materials, and evaluate the teaching equipment being used for instruction.

Plan C - The vocational teacher would be employed in industry for a period of time.

CHAPTER III

METHODS AND PROCEDURES

To develop a list of employment and exchange possibilities it was first necessary to develop a list made up of business and industries employing 100 or more persons and located in a city having a technical institute in Wisconsin. It was thought that any industry employing fewer than 100 persons would be unable to assume the industry cost of any of three plans listed. Also, since a minimum provision was made for travel in the original proposal, that the placement of vocational teachers must be made in their home cities or involving a minimum of travel and away from home expense.

The 1973 Classified Directory of Wisconsin Manufacturers (9) was used to identify those industries and businesses employing more than 100 workers and located in a city having a technical institute.

A total of 400 businesses and industries employing 100 or more workers were thus identified. A listing of these companies is included in Appendix A. This listing is by cities. The following items were listed for each company:

a. Name of company

b. Number of employees

c. Mailing address

d. Name and title of the person to whom a questionnaire will be mailed

Since a review of the literature suggested that a straight exchange program whereby an industry worker would swap places with a vocational technical teacher would be difficult to administer and implement two additional plans were developed. All three plans had as their principle objective the employment of a vocational technical teacher in business and industry. These three plans were included in a questionnaire mailed to the 400 industries identified. A more complete description of the three plans developed was included in a covering letter mailed with the questionnaire. Copies of the letter and questionnaire are included in Appendix B.

These three plans are outlined below:

Plan A - This teacher exchange program would involve the swapping of a business or industrial employed person for a vocational teacher. That is, for a stated period of time a vocational teacher would be employed in the position that was held by the business or industry employed worker. The business or industry employed worker would replace the vocational-technical teacher for the same time interval.

Plan B - The vocational teacher under this plan would be employed in industry for a period of time. The industry or business involved would furnish on a part-time, when available basis, an employee who would assist the vocational school in the development of courses, course sequences, preparation of instructional materials, and evaluate the teaching equipment being used for instruction.

Plan C - The vocational teacher would be employed in industry for a period of time.

The questionnaire was used in an effort to identify those companies willing to cooperate with the vocational system by providing industrial employment for vocational-technical teachers.

It was, of course, necessary to identify the vocational-technical teachers who needed and wanted industrial employment. To accomplish this purpose a second questionnaire was developed and this instrument was mailed to all vocational districts. This questionnaire was mailed with a covering letter to all Wisconsin Vocational, Technical and Adult Education districts.

The State Director of Vocational, Technical and Adult Education, Eugene Lehrmann, assisted by writing a letter to all district directors endorsing the project and asking each director to complete the questionnaire mailed to them by the Center for Vocational, Technical and Adult Education at the University of Wisconsin-Stout.

Copies of the questionnaire and the two letters are included in Appendix C.

The returned questionnaires - those mailed to business and industry and the vocational districts - would include the employment possibilities and a count of the instructors needing the work experience. It was then hoped to match the instructors needing the work experience with the vacancies identified.

CHAPTER IV

FINDINGS

The data included in Table 1 summarizes the responses to the questionnaires mailed to the 400 business and industrial companies. Of this number 94 or 23 percent were completed and returned. Twenty-two (22) responded yes to one or more of the teacher exchange plans. Only one company indicated that they would be interested in an exchange of one of their workers with a vocational-technical teacher. And this was a qualified yes in that the company responded yes to Plan A then stated that they had "no openings now but work assignments may be available in June, July, and August."

Table 1

A Summary of the Responses to the Questionnaires Mailed to and Returned by Business and Industrial Companies

Number of Questionnaires mailed	400
Number of Questionnaires returned	94
Percentage of questionnaires returned	23%
Number of companies responding yes to Plan A	1
Number of companies responding yes to Plan B	5
Number of companies responding yes to Plan C	16
Number of companies responding yes to one or more of the plans	22
Number of companies responding no to all plans	77

Included in Table 2 are the detailed responses for all companies who indicated they would participate in one or more of the three plans described in the questionnaire mailed to them. This company, number 7 in Table 2, when contacted on or about April 15, stated they could not employ vocational-technical teachers this summer (1974) due to general business conditions.

Also listed in Table 2 are the possible job opening for each of the companies that indicated they would be able to participate in one or more of the three plans.

The work assignments in Table 2 are those listed by the companies when completing the questionnaire. While some companies did not clearly

Table 2

TABULATION FOR THOSE COMPANIES RESPONDING
YES TO ONE OR MORE OF THE PROPOSED PLANS

Company	1 Plan A	2 Plan B	3 Plan C	4 Company Will Pay Salary	5 Work Assignments	6 Number of Company Employees
1. Kenosha Packing Co. . . . . Kenosha, Wisconsin	n[a]	n	y[b]	y[d]	Asst. to Traffic Manager	135
2. Gould, Inc. . . . . Milwaukee, Wisconsin	n	y	y	depends	Time Study Industrial Eng. Tech. Project Engineer Lab. Technician	300
3. Giddings & Lewis. . . . . Machine Tool Co. Fond du Lac, Wisconsin	n	maybe	y	y	Layout Draftsmen Industrial Eng. Tech.	-
4. Milwaukee Transformer Co. . Milwaukee, Wisconsin	n	n	y	y	Winder Tester	105
5. Weyenberg Shoe. . . . . Manufacturing Co. Milwaukee, Wisconsin	n	n	y	y	Industrial Engineer	3,100
6. Kearney & Trecker Corp. . . Milwaukee, Wisconsin	n	n	y	depends	Food Services Cafeteria Instructor Training Center	1,580
7. Uniroyal. . . . . Eau Claire, Wisconsin	y	y	y	y	No openings now but work assignments may be available in June, July and August	2,734
8. Foundry Allied Industries . Racine, Wisconsin	n	y	y	n[c]	General Foundry Tool Shop Pattern Shop Gear Shop	210
9. Gardner Baking Co. . . . . Madison, Wisconsin	n	y	y	y	Not listed	300

Table 2 (Continued)

Company	1 Plan A	2 Plan B	3 Plan C	4 Company Will Pay Salary	5 Work Assignments	6 Number of Company Employees
10. Weber Tackle Co. . . . . Stevens, Wisconsin	n	n	y	y	Maintenance	100
11. Badger Lumber & . . . . . Manufacturing Co. Oshkosh, Wisconsin	n	n	y	depends	Not listed	165
12. Moebius Printing Co. . . . Milwaukee, Wisconsin	n	n	y	y	General Worker Jogger Bindery Worker	320
13. Lakeside Packing Co. . . . Manitowoc, Wisconsin	n	n	y	n[c]	Machinist Mechanic	204
14. C. E. Morgan Co. . . . . Oshkosh, Wisconsin	n	y	-	depends	Time Study Technician	650
15. R-Way Furniture Co. . . . Sheboygan, Wisconsin	n	n	y	y	Woodworker (summers only)	325
16. Krueger Metal Products . . Green Bay, Wisconsin	n	n	y	y		NA
17. Domain Ind. Inc. . . . . New Richmond, Wisconsin	n	n	y	n[c]	Will discuss specific employment later.	NA

Legend:

n[a] in Columns 1, 2 and 3 - Company cannot participate in plan
y[b] in Columns 1, 2 and 3 - Company will participate in plan
n[c] in Column 4 - Company did not respond to this item of questionnaire
y[d] in Column 4 - Company will pay wages of vocational teacher
NA in Column 6 - Data not available

specify the job assignment available it is possible to observe that most of the openings do not coincide with the possible majors to be completed by students in attendance at a technical institute. Most but not all, of the companies did indicate that they would pay the salaries of the Vocational-Technical teachers. Ten of the 17 companies listed on Table 2 did indicate they would pay these salaries. Four of the companies answered this item on the questionnaire by listing the word "depends" on their response. This answer "depends" could be interpreted as the company would pay the salary if the teacher employed was fully qualified for the job assigned.

Three of the companies did not respond to this item when completing the questionnaire. Twenty-four possible work assignments were listed by the 17 companies. Some of the 24 were rather general such as "gear shop" or "general work."

The appropriate vocational district was informed of these openings listed in Table 2 but the response from the districts was limited. In one case the industry could not employ a vocational instructor because of general business conditions.

Included in Table 3 is a summary of the responses to the questionnaires mailed to the 16 vocational districts. Fourteen districts returned completed questionnaires with 12 districts indicating an interest in participating in a teacher/exchange program. Two of the districts could not participate in such a program because of previous commitments and because such a program was not included in their union agreement.

Table 3

A Summary of the Responses to the Questionnaires Mailed to the Sixteen Wisconsin Vocational, Technical and Adult Education Districts

Number of questionnaires mailed	16
Number or questionnaires returned	14
Number of Districts that did not return questionnaire	2
Number of Districts interested in participating in a teacher/exchange program	12
Number of Districts who could not participate in an exchange program	2
Number of Districts having a teacher/exchange program	2
Number of Districts having a teacher/exchange program Plan A	0
Number of Districts having a teacher/exchange program Plan B	1
Number of Districts having a teacher/exchange program Plan C	1

The Lakeshore Vocational, Technical and Adult Education District has a project corresponding to a Plan B program in operation this year--1973-74. Since this project will not be completed until June 30, 1974 it is possible to describe the program only. The title of this project is Work Experience, Staff Exchange Program.

This project is a one year activity with the program beginning with the school year and continuing through the summer months. The vocational-technical teacher under this plan would be employed in industry for a period of time. The industry or business involved would furnish on a part-time, when available basis, an employee who would assist the vocational school in the development of courses, course sequences, preparation of instructional materials and evaluate the teaching equipment being made for instruction.

Since this project is scheduled to be completed June 30, 1974 a report for this project is not now available. This project maybe described briefly as: "The Method of gathering information will not be necessarily be through actual work but through observation of the employees of a business or industry which have the job positions which we are training for. The participating staff member will observe and discuss with employees, supervisors and employers the many jobs available, skills, attitudes, and habits desired, and structure of the organization. Some actual production may be necessary to the learning process." (10)

This project is than a variation of Plan B with the exchange instructor doing some work and the businesses and industry personnel serving as an advisory committee.

A complete description of the project is included in appendix D.

The District One Vocational, Technical and Adult Education Institute has in its agreement with Local 1714, A.F.T., provision for the granting of industrial leave to an instructor employed by this district. This industrial leave--Section K of this policy appears below:

"Section K. Industrial Leave

1. Leave may be granted by the Board for the purposes of acquiring experience and knowledge in the teacher's instructional area.

2. The leave shall not exceed the period of one year, and the period of such leave shall be determined in writing prior to the granting of such leave. In the event that the period of such leave is over during the school year, the Board shall have the election of reinstating such employee at its termination of said leave on the following September.

3. A teacher on such leave shall, if he so desires, be permitted to make his own and the Board's contributions to all benefits requiring such contributions.

4. Such leave, when granted, shall be available to one teacher for fifty teachers or fraction thereof providing said teachers are not from the same department and have taught in the system for a period of five years.

5. The Board shall pay the teacher the difference between the annual job salary for the year of employment with the private employer and the 38 week contractual salary of the teacher as an employee of the district. If the period of employment is less than one year, the benefits from the district will be provoted accordingly.

6. Job seniority and benefits shall accrue to the teacher during this period.

7. Contributions - teacher permitted to make his own and board contributions to all benefits.

8. Obligations of teacher on leave - must sign agreement and note before going on leave. Note to be signed is in the amount to be paid to teacher by the board. Agreement includes statement that the teacher agrees to teach in district two years upon returning from leave. Also included in this agreement is the statement that said note will be cancelled upon two years of teaching or upon death or total disability.

This industrial leave policy is a recent development and only one District One instructor is now on leave. It is then impossible to determine the success or failure of this leave policy.

It is interesting to observe that this policy does provide a means whereby an instructor could complete work experience for certification purposes, and update their skills. Also this policy includes standards for eligibility, maximum length of leave, affect on teacher's seniority, a statement on salary differential, and the teacher's obligations.

Also this industrial leave policy is similar to Plan C of this study--the vocational teacher would be employed in industry for a period of time.

The procedure to be used when applying for an industrial leave, and the agreement between the instructor on leave and the District One Area Vocational, Technical and Adult Education are included in appendix E.

The questionnaire mailed to the 16 districts included an item concerning the subject areas of teachers interested in an exchange program. These subject areas were: Agribusiness, Home Economics, Distributive Education, Technical Education, Trades and Industry, Business and Office Occupations, Health Occupations, and others. All subject areas were selected by one or more districts replying. The need for an exchange program in all of the subject areas is clearly indicated by these responses.

Table 4

A SUMMARY OF RESPONSES RECEIVED FROM THE SEVERAL WISCONSIN VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICTS

District Number	District Title	Location of District Office	Has Exchange Program	Plan Available	Interested in Exchange Program	Comments
1	District One	Eau Claire	Yes	Yes	Yes	Program part of agreement with District One Vocational, Technical, Teachers Federation Local 1714 A.F.T.
2	Western Wisconsin Vocational, Technical and Adult Education Dis.	La Crosse	No	No	Yes	
3	Southwest Wisconsin Vocational, Technical and Adult Education District	Fennimore	No	No	Yes	
4	Area Vocational, Technical and Adult Education District No. 4	Madison	No	No	No	Cannot participate. Not part of agreement with Local 243, A.F.T., W.F.T., A.F.L.-C.I.O.
5	Blackhawk Vocational Technical and Adult Education District	Janesville	NA	NA	NA	
6	Gateway Vocational, Technical and Adult Education District	Kenosha	No	No	Yes	
8	Vocational, Technical, and Adult Education District No. 8	Waukesha	No	No	Yes	

Table 4 (Continued)

District Number	District Title	Location of District Office	Has Exchange Program	Plan Available	Interested in Exchange Program	Comments
9	Milwaukee Area Vocational, Technical and Adult Education District	Milwaukee	No	No	Yes	
10	Moraine Park Vocational Technical and Adult Education District	Fond du Lac	No	No	Yes	
11	Lakeshore Vocational, Technical and Adult Education District	Sheboygan	Yes	Yes	Yes	Program titled "Directed Work Experience Program"
12	Fox Valley Vocational, Technical and Adult Education District	Appleton	NA	NA	NA	
13	North East Wisconsin Vocational, Technical and Adult Education District	Green Bay	No	No	Yes	
14	Mid-State Vocational, Technical and Adult Education District	Wisconsin Rapids	No	No	Yes	
15	North Central Vocational Technical and Adult Education District	Wausau	NA	NA	Yes	Cannot participate this year. Can participate in 1974-75.
16	Nicolet Vocational, Technical, and Adult Education District	Rhinelander	No	No	Yes	
17	Wisconsin Indianhead Vocational, Technical and Adult Education District	Shell Lake	No	No	Yes	

CHAPTER V

RECOMMENDATIONS

The sum of money available for this project was such that questionnaires had to be used to contact industry and the vocational and technical and adult education districts. Only 94 or 23 percent of the industries returned completed questionnaires. Twelve of the 16 vocational districts expressed an interest in the exchange program by their responses on the questionnaires returned. Two districts did not return questionnaires and two districts could not participate in an exchange program because of previous commitments or because such a program was not included in their union agreement.

It is believed that personal contacts and visitations would be a more effective way for the identification work experiences available and the placement of vocational instructors in industry. Nevertheless, based on the questionnaires returned the following recommendations are made:

1. The development of any kind of a teacher exchange program should not be attempted on a state wide basis. The mechanics for developing a state wide program are too involved and it is difficult to conduct inquiries and placement of vocational and technical instructors by mail. It is therefore suggested that teacher/exchange programs be developed at the district level. District One Vocational, Technical and Adult Education District does have an exchange program in operation. This program is a type C activity and has been in operation one year only with one instructor now employed in industry under this program.

   Since this is the first year of this program and because the one instructor in industrial leave has not completed his assignment it is difficult to assess the success of this program.

2. Only one company of the 400 surveyed was willing to participate in a Plan A type of teacher/exchange program. This company at a later date could not participate in such a program because of "general business conditions." A Plan A type of program involves the direct exchange of an industrial worker for a vocational teacher, also the experiences of other instructors in promoting such a project has not been satisfactory because: it involves an additional expenditure of funds for travel, an orientation session for the industrial worker exchanged, the reluctance of industry to release a productive worker, and problems associated with a teacher on industrial leave. These problems included: job seniority, salary differential, length of leave, number of instructors on leave, obligation of teacher on completion of the industrial leave, eligibility for leave program, selections of teacher(s) for the leave or exchange program, and fringe benefit contributions.

Since there is an obvious lack of interest on the part of industry for the Plan A type of program, and because of the difficulties listed, that future efforts in developing exchange programs should be expended in developing programs using either the Plan B or C approach.

3. Since the Plans B and C do not involve the exchange of personnel, these types of programs should be designated as Work Experience Programs.

4. Some attempt should be made to provide work experience for instructors in vocational programs to meet certification requirements and to update the instructor in his or her occupational skills.

5. Future attempts made to develop a teacher/industry exchange should include the possibility for the earning of college credit by the completion of work experience in industry.

BIBLIOGRAPHY

1. Agreement Between Area Board of Vocational Technical and Adult Education District One and District One Vocational Technical Teachers Federation Local 1714 AFT. Section K, Eau Claire, Wisconsin.

2. Beandsley, Jim. Teachers Work in Industry to Keep Credentials Valid. Agricultural Education Magazine, November 1971.

3. Cesta, Carmen A. Teacher Cooperative Exchange Program: Evaluation Report. New York State Education Department, Albany, 1970.

4. 1973 Classified Directory of Wisconsin Manufacturers. Wisconsin Manufacturers Association, Milwaukee, Wisconsin.

5. Industry School Exchange Program. Southeastern State College, Durant, Oklahoma.

6. James, Gordon. Interim Report on EPDA Sub-Project Industry/School Exchange. Southeastern State College, Durant, Oklahoma.

7. Krogstad, Roland. Priorities of Vocational Education Staff Development Activities. WBVTAE, Madison 1973.

8. Occupational Experience for Vocational Education Teachers. The Center for Vocational and Technical Education, Ohio State University, Columbus Ohio, September, 1971 VT 013 044.

9. Syhlman, Wm. D. The Professional Internship Exchange Program in Vocational-Technical Education. Eastern Washington State College.

10. Work Experience, Staff Program. Lakeshore Vocational Technical and Adult Education District. Project Number 11-005-151-314.

Appendix A

Business and Industries Mailed

Questionnaires Listed by Cities

Appleton (54911)

1. Allis-Chalmers, Crushing and Screening
   Equipment Division (335)
   P.O. Box 1300
   Manager Personnel
   J.C. Biebel

2. Appleton Machine Company (160)
   P.O. Box 468
   Manager Personnel
   Noble Wofford

3. Appleton Mills (215)
   P.O. Box 438
   Manager Personnel
   Dan Roltgen

4. Appleton Papers, Inc., a Subsidiary of NCR (1,500)
   P.O. Box 348
   Manager Personnel
   Frank A. Sanders

5. Appleton Wire Works Corp. (320)
   P.O. Box 708
   Manager Personnel
   R.L. Banta

6. Azco Inc. (308)
   P.O. Box 228
   Executive Vice-President
   Leslie W. Regel

7. Foremost Foods Co., Foremost-McKesson, Inc.,
   Food Products Division (545)
   P.O. Box 739
   Manager Personnel
   D.L. Sweeney

8. Fox River Paper Company Division,
   Fox Valley Corporation (243)
   P.O. Box 878
   Manager Personnel
   Joyce Nyman

9. Koehring Farm Division, Fox Operations (370)
   P.O. Box 469
   Industrial Relations
   G.R. Wille

10. Kurz & Root Company (120)
P.O. Box 1088
Plant Manager
K.H. Hartz

11. Miller Electric Mfg. Company (707)
P.O. Box 1087
Manager Personnel
Donald B. Schultz

12. Pierce Manufacturing, Inc. (150)
P.O. Box 616
President
D.A. Ogilvie

13. Presto Products, Inc. (445)
P.O. Box 407
Vice-President General Manager
Frank Heckrodt

14. Riverside Paper Corporation (318)
P.O. Box 170
Vice-President Manager Personnel
Scott Brammer

15. Tuttle Press Company Division,
Fox Valley Corporation (287)
P.O. Box 799
President
H.W. Bailey

16. Zwicker Knitting Mills (1,400)
P.O. Box 1128
President
Lloyd Paul

Ashland (54806)

17. Munsingwear, Inc. (358)
424 3rd St.
Industrial Relations
Donald R. Ellenberger

Beloit (53511)

18. Adams Corp. (125)
P.O. Box 918
General Manager
Richard A. Woodward

19. Beatrice Foods Co. (155)
P.O. Box 749
General Manager
Alvin J. Alton

20. Beloit Corp. (1,904)
P.O. Box 350
Manager Personnel
A.W. Laage

21. Fairbanks Morse Power Systems (2,100)
Division, Colt Industries
701 Lawton Ave.
Vice President Personnel and Communtiy Relations
T. Stevenson

22. Freeman Shoe Co. (900)
113 Mill St.
Manager Personnel
L.C. Tyler Jr.

23. Warner Electric Brake & Clutch Co. (-)
449 Gardner St.
Executive Vice President
William S. Hatten

Eau Claire (54701)

24. Armour and Company (-)
313 N. Hastings Way
Resident Gerneral Manager
Mr. D.B. Love

25. Gould Inc., Engine Parts Division (182)
200 Spring St.
Resident Plant Manager
M.S. Roley

26. Hovland Sheet Metal Inc. (127)
P.O. Box 226
W.E. Hestekin Jr. President

27. Dolly Madison Dairies Division (260)
P.O. Box 870
President
D.C. Ramsay

28. Northern States Power Company (780)
100 N. Barstow St.
President
W.M. Marx

29. Phoenix Steel Corporation (101)
Vice President General Manager
Donald W. Johnson
P.O. Box 244

30. Shedd - Brown Mfg. Co. (100)
P.O. Box 246
President
Dean C. Mathews

31. Tender Krust Baking Co. (107)
803 N. Oxford Ave.
President
James McGrath

32. Uniroyal, Inc. (2,734)
P.O. Box 127
Industrial Relations
K.M. Greene

33. United Paper Co. (-)
1200 Forest St.
Plant Manager
Albert J. Dunlap

Fond du Lac (54935)

34. Bestt Rollr Inc. (110)
P.O. Box 550
President
M.C. Mauthe

35. Jacob Brenner Company, Inc. (113)
P.O. Box 670
President
T.B. Brenner

36. Canvas Products and National Sports (115)
Division, Medalist Industries, Inc.
19 E. McWilliams St.
General Manager
Marvin C. Dreifverst

37. Damrow Company (185)
196 Western Ave.
Resident General Manager
G.L. Hagen

38. Giddings & Lewis, Inc. (-)
142 Doty St.
Ronald A. Braun

39. International Paper Co., Container Division (140)
P.O. Box 191
Resident Plant Manager
C.W. Kurth

40. Mercury Marine, Division of
Brunswick Corporation (-)
1939 Pioneer Rd.
President
K.B. Abernathy

41. Fred Rueping Leather Co. (320)
P.O. Box 111
President
David Wilson

42. Tolibia Cheese Inc. (190)
P.O. Box 229
President
J.R. Tolibia

43. Wells Mfg. Corp. (611)
P.O. Box 71
Plant Manager
Fred Muenzer

Green Bay

44. Alwin Manufacturing Co., Inc. (120)
P.O. Box 2126 (54306)
President
A. S. Krueger

45. Bay West Paper Co., Division of
Mosinee Paper Corp. (100)
P.O. Box 3488 (54303)
Resident President
Bidwell K. Gage

46. Charmin Paper Products Co. (1,750)
P.O. Box 400 (54305)
Resident Vice President
R. E. Kissel

47. Diana Manufacturing Co.
P.O. Box 70 (54304)
President
E.L. Fitzgerald

48. Fairmont Foods Co. (144)
P.O. Box 2067 (54306)
Resident Plant Manager
E.J. Schuch

49. Gold Bond Ice Cream Co. (90)
P.O. Box 3157 (54303)
Owner
Thomas H. Lutsey

50. Green Bay Drop Forge Co. (150)
P.O. Box 3709 (54305)
Plant Manager
W.C. Bodilly

51. Green Bay Food Co. (311)
P.O. Box 460 (54305)
President
Paul F. Kelly

52. Green Bay Packaging Inc. (797)
P.O. Box 1107 (54305)
Vice President
Leo N. Crowley

53. Hudson-Sharp Plant, FMC (340)
P.O. Box 760 (54305)
General Manager
Dan A. White

54. F. Hurlbut Co. (230)
P.O. Box 9 (54305)
President
W.H. Garner

55. Kellogg-Citizens National Bank of Green Bay (160)
P.O. Box 670 (54305)
President
John M. Rose

56. Krueger Metal Products Inc. (233)
P.O. Box 2097 (54306)
President
Philip J. Hendrickson

57. The Larsen Co. (305)
P.O. Box 1127 (54305)
President
Mark H. Mitchell

58. Lindquist Machine & Tool Corp. (122)
P.O. Box 2196 (54306)
President
Roy W. Lindquist

59. Moore Business Forms, Inc.
P.O. Box 2386 (54306)
Vice President
S.D. Waltman

60. Packerland Packing Co. (600)
P.O. Box 1184 (54301)
President
S.W. Frankental

61. Paper Converting Machine Co. (732)
P.O. Box 889 (54305)
President
Frederick E. Baer

62. Pauly Cheese Co. (475)
P.O. Box 27
General Manager
J.A. Petty

63. Reimer Meat Products, Inc. (100)
P.O. Box 129
President
N. Elkey

64. Wisconsin Public Service Corp. (1,894)
P.O. Box 700
President
P.D. Ziemer

Janesville (53545)

65. Amphenol Controls Division (338)
120 S. Main St.
President
R. E. Svoboda

66. General Motors Assembly Division (9000)
1000 Industrial Ave.
Plant Manager
Emmett B. Adams

67. Gibbs Manufacturing and Research Corp. (350)
P.O. Box 471
Vice President
F.H. Steffgen

68. Gilman Engineering & Mfg. Co. (350)
P.O. Box 627
Vice President
F.J. Austin

69. Hough Mfg. Corp. (220)
1029 S. Jackson St.
President
John E. Hough

70. The Parker Pen Co. (1020)
219 E. Count St.
Vice President Public Affairs
Richard W. Holznecht

Kenosha (53140)

71. American Motors Corp. (13,198)
5626 25th Ave.
Vice President Public Relations
F.S. Hedge

72. Anaconda American Brass Co. (1,300)
1420 63rd St.
Manager
J.B. Culver

73. Arneson Foundry, Inc. (103)
3303 66th St.
President
Gene Arneson

74. Eaton Corp. (800)
3122 14th Ave.
General Manager
C.N. Brandon

75. Frost Co. (287)
6523 14th Ave.
Manager Personnel
J. Vernezze

76. G & N Products, Inc. (100)
5718 52nd St.
President
John E. Greb

77. Jockey International, Inc. (560)
2300 60th St.
Public Relations
Thomas T. Brumn

78. Kenosha Packing Company, Inc. (135)
P.O. Box 639
President
Charles Vignieri

79. Ladish Co. (650)
9201 Wilmot Rd.
Vice President
W.F. Gardner

80. G. Leblanc Corp. (200)
7019 30th Ave.
President
Vito S. Pascucci

81. Macwhyte Wire Rope Co. (500)
2906 14th Ave.
Public Relations
E.A. Stika

82. Ocean Spray Cranberries, Inc. (150)
7800 S. 60th Ave.
President
George C.P. Olsson

83. Snap-On Tools Corp. (750)
8028 28th Ave.
President
Robert L. Grover

La Crosse (54601)

84. Erickson Bakeries, Inc. (120)
P.O. Box 646
President
R. Richard Schlipf

85. G. Heileman Brewing Co., Inc. (700)
925 S. 3rd St.
President
R.G. Cleary

86. La Crosse Cooler Company (300)
2809 Losey Blvd., South
President
E.C. Ramsey

87. La Crosse Rubber Mills Company (700)
No Address
President
Albert P. Funk Jr.

88. Norplex Division Universal (560)
Oil Products Company
President
George C. Kroening

89. The Trane Co. (3,950)
3600 Pammel Creek Rd.
Public Relations
R.G. Bethke

Madison, Wisconsin

90. DEC International, Inc. (880)
P.O. Box 1289 (53701)
Executive Vice President
F. R. Rodgers

91. Dairy Equipment Co. (432)
P.O. Box 1289 (53701)
Industrial Relations
E.M. Ferguson

92. Demco Educational Corp. (135)
P.O. Box 1488 (53701)
President
John E. Wall

93. Eastex Packaging Incorporated
Forsberg Division
P.O. Box 269 (53701)
Industrial Relations
C.W. Dix

94. Marshall Erdman and Associates, Inc. (175)
5117 University Ave. (53705)
President
Marshall Erdman

95. First Wisconsin National Bank of Madison (525)
P.O. Box 1271 (53701)
Vice President Personnel Division
Mary M. Graye

96. Gardner Baking Co. (300)
3401 E. Washington Ave. (53704)
Donald J. Nort

97. General Telephone Company of Wisconsin (2,325)
P.O. Box 1318 (53701)
Public Relations
R.G. Dodd

98. Theo. Kupfer Iron Works, Inc. (204)
P.O. Box 909 (53701)
President
J.J. Gerharot

99. Madison-Kipp Corp. (385)
P.O. Box 3037 (53701)
Manager of Personnel
L. Hall

100. Mautz Paint & Varnish Co. (125)
P.O. Box 564 (53701)
President
Henry Behnke

101. Oscar Mayer & Co. (4,250)
P.O. Box 1409 (53701)
Vice President Personnel & Industrial Relations
Joseph R. Smidebush

102. Ohio Medical Products (-)
P.O. Box 1319 (53701)
Director of Industrial Relations
R.C. Hodge

103. Ray-O-Vac Division Incorporated (900)
212 E. Washington Ave.
Director of Employes Relations
W.M. Rettie

104. Red Dot Foods-Division of H.N. Evon Co. (250)
P.O. Box 712 (53701)
Plant Manager
L.C. Pagel

105. Wisconsin Power and Light Co. (1,774)
P.O. Box 192 (53701)
Vice President Public Relations
William R. Walker

Manitowoc (54220)

106. Aluminum Specialty Company (750)
P.O. Box 648
Manager Personnel
Elmer Johansen

107. Burger Boat Company, Inc. (118)
P.O. Box 7
President
H.E. Burger

108. Dick Bros. Bakery Company, Inc. (225)
306 N. 8th St.
President
Oscar Dick

109. Eck Industries, Inc. (178)
P.O. Box 665
President
Robert W. Eck

110. The Great Allantic & Pacific Tea Company,
Inc., National Dairy Division (190)
P.O. Box 608
Vice-President-General Manager
Arleigh G. Larson

111. Imperial-Eastman Corp., Eastman Division (431)
1440 N. 24th St.
Manager Personnel
M.A. Lamars

112. Invincible Metal Furniture Co., Inc. (150)
26th & Franklin Sts.
Executive Vice-President
John H. Schuette

113. Kelvinator Commercial Products, Inc. (205)
621 Quay St.
Director Industrial Relations
L.R. Kirchen

114. Lakeside Packing Co. (204)
P.O. Box 186
Earl E. Miller

115. Lapcor Plastics, Inc. (110)
P.O. Box 309
President
Walter B. Longacre

116. Manitowac Shipbuilding, Inc. (750)
P.O. Box 67
Manager Personnel
C.A. Shaw

117. Mirro Aluminum Company (3,200)
P.O. Box 406
Manager Personnel
G. R. Benzschawel

118. Northern Laboratories (120)
P.O. Box 808
Manager Personnel
Jane C. Edgar

119. Weyerhaeuser Company: S/C Division
Manitowoc Branch Midwest Region (162)
808 Washington St.
Manager
John Langhout

120. Wisconsin Aluminum Foundry Company, Inc. (224)
P.O. Box 246
Manager Personnel
Lorin Haver

Menasha (54952)

121. George Banta Company (1,395)
P.O. Box 60
Manager Personnel
M.L. Alger

122. Central Paper Company (185)
P.O. Box 330
President
W.J. Gerbrick

123. John Strange Paperboard Division (252)
P.O. Box 329
Manager Personnel
D.W. Austin

124. Wisconsin Tissue Mills (400)
P.O. Box 489
Manager Personnel
Charles H. Sauter

Milwaukee

125. Acme Galvanizing, Inc. (137)
2730 S. 19th St. (53215)
Industrial Relations
Frank Kuglitsch

126. Advance Tool & Die Casting Company (135)
P.O. Box 2317 (53212)
President
R.H. Omann

127. Ajax Corporation
P.O. Box 3045 (53218)
General Manager
Richard P. Wolff

128. Aldrich Chemical Company, Inc. (165)
940 W. St. Paul Ave. (53233)
President
Dr. Alfred Bader

129. Allen-Bradley Company (6,500)
1201 S. 2nd St. (53204)
Vice-President Public Relations
J. Matheus

130. Allis Chalmers Power System (8,500)
P.O. Box 512 (53201)
President
E.T. Cox

131. The Louis Allis Company (2,276)
P.O. Box 512 (53201)
Public Relations
William E. Banta

132. Alton Packaging, Alton Box Board
Company Container Division (155)
General Manager
J.D. Bowlus

133. Alumatic Corporation of America (140)
6353 N. 64 St. (53218)
President
Carl Manes

134. Aluminum Casting & Engineering Co. (150)
2039 S. Lenox St. (53207)
Manager Personnel
William Menzel

135. Ambrosia Chocolate Company (200)
1133 N. 5th St. (53203)
Executive Vice-President
Chester J. Kwiecinski

136. The American Appraisal Company, Inc. (420)
525 E. Michigan St. (53201)
Public Relations
A.J. Stika

137. American Can Company (970)
6000 N. Teutonia Ave. (53209)
Industrial Relations
Charles D. Wick

138. American Welding & Engineering Company, Inc. (120)
6001 S. Pennsylvania Ave. (53110)
President
M.D. Zajac

139. Ampco Metal Div., Ampco-Pittsburgh Corp. (710)
P.O. Box 2004 (53201)
Industrial Relations
R.R. Tews

140. Applied Power Industries, Inc. (-)
P.O. Box 3100 (53218)
President
W.F. Foss

141. Aqua-Chem, Inc. (750)
P.O. Box 421 (53201)
Industrial Relations
R.A. Chirafisi

142. Associated Hospital Service, Inc. (1,100)
4115 N. Teutonia Ave.
P.O. Box 2025 (53201)
James F. Keller

143. Astronautics Corporation of America (500)
907 S. 1st St. (53204)
Industrial Relations
E.A. Pereles

144. Babcock & Wilcox Company (1,000)
3839 W. Burnham St. (53246)
Public Relations
K.F. Bunnell

145. Badger Die Casting Corporation (128)
201 W. Oklahoma Ave. (53207)
Plant Manager
Ray Tuchel

146. Badger Meter, Inc. (775)
4545 W. Brown Deer Rd. (53233)
Plant Manager
A. Momberg

147. Robert W. Baird & Company, Inc. (319)
P.O. Box 627 (53201)
Personnel Manager
Lawrence F. Natchek

148. Barclay Foundry, Inc. (163)
4239 W. Lincoln Ave. (53247)
Plant Manager
Art Beaster

149. Aug. G. Barkow Mfg. Company, Inc. (200)
2230 S. 43rd St. (53246)
Personnel Manager
Donald Jarchow

150. Baso Products, Penn Controls Division,
Johnson Service Company (500)
4000 W. Burnham St. (53215)
Plant Manager
L.J. Siri

151. Blackhawk Tanning Company, Inc. (175)
100 W. Bruce St. (53201)
President
Wilson D. Scott

152. The Boehm Bindery Company (100)
104 E. Mason St. (53201)
Plant Manager
Charles Reindl

153. Borg Textile Group (446)
10201 W. Lincoln Ave. (53227)
Personnel
B.M. Gillet

154. Bostrom Division, VOP (582)
P.O. Box 2007 (53201)
Plant Manager
W. Steinfeld

155. Brill Brothers, Inc. (200)
P.O. Box 1401 (53204)
Plant Manager
Rudolph David

156. Bruner Division Calgon Corporation (140)
4767 N. 32nd St. (53209)
President
T.M. Welton

157. Caterpillar Tracter Company (743)
P.O. Box 728 (53201)
Plant Manager
G.L. Scripps

158. Cleveland Partition Corp.-
Division of Clevepak Corporation (340)
1640 Silver Spring Dr. (53209)
Plant Manager
D. Scaggs

159. Clum Manufacturing Company (120)
611 W. National Ave. (53212)
President
Harlow H. Pease

160. Coca Cola Bottling Company of Wisconsin (333)
424 Capitol Cr. (53212)
Vice-President-Plant Manager
Henry A. Baldridge

161. Columbian Industries, Inc. (275)
2300 W. Cornell St. (53209)
Manager Personnel
William H. Pagels

162. Continental Can Company, Inc. (1,065)
4300 N. Port Washington Rd. (53212)
Industrial Relations
Ray Lee

163. Ken Cook Company (200)
9929 W. Silver Spring Rd. (53225)
Manager Personnel
Bob Houkohl

164. Curtis Development & Mfg. Company (148)
3266 N. 33rd St. (53216)
Plant Manager
M.M. Deesh

165. Cutler-Hammer, Inc. (-)
4201 N. 27th St. (53216)
Director of Personnel Relations
Richard J. Sullivan

166. Davis & Thompson Company (125)
4460 N. 124th St. (53225)
Plant Manager
E.J. Pye

167. Detrol Controls / Division of Deltrol Corp. (150)
2745 S. 19th St. (53215)
Plant Manager
Donald Finn

168. Dickten & Masch Mfg. Company (155)
900 E. Vienna Ave. (53212)
Plant Manager
Paul Tills

169. Dietz Electric Company (155)
1064 N. 63rd St. (53213)
President
Richard A. Malone

170. The Downey Company (124)
P.O. Box 1155 (53233)
President
F. John Barlow

171. Downing Box Co., Division of Longview Fibre Co. (250)
P.O. Box 2008 (53201)
Plant Manager
James C. Cobb

Milwaukee

172. E Z Painter Corporation (600)
4051 S. Iowa Ave. (53207)
Plant Manager
M. Yeske

173. Florence Eiseman, Inc. (175)
301 N. Water St. (53202)
Industrial Relations
Laurence Eiseman

174. Erie Manufacturing Company (100)
400 S. 13th St. (53221)
Public Relations
D.P. Voss

175. T.C. Esser Company (175)
3107 W. Galena St. (53208)
Plant Manager
Roland Stecker

176. Evinrude Motors, Division
of Outboard Marine Corporation (1,750)
4143 N. 27th St. (53216)
Public Relations
J.H. Jost

177. The Falk Corporation Subsidiary
of Sundstrand Corporation (2,800)
3001 W. Canal St. 953201)
Public Relations
Robert H. Weaver

178. First Wisconsin National Bank of Milwaukee (2,352)
P.O. Box 532 (53201)
Public Relations
Robert C. Hoag

179. Frabill Mfg. Company, Inc. (190)
2018 S. 1st St. (53207)
Plant Manager
Don Herrod

180. Froedtert Malt Corporation (210)
P.O. Box 712 (53201)
Manager Personnel
C.V. McDonald

181. Galland Henning Nopak, Inc. (160)
1025 S. 40th St. (53246)
Plant Manager
Pete Weil Jr.

Milwaukee

182. A F Gallun & Sons Corporation (250)
P.O. Box 533
President and Public Relation
Douglas A. Gallun

183. A.L. Gebhardt Company, Inc. (130)
226 N. Water St. (53201)
President
Arthur E. Gebhardt

184. General Electric Company Dishwater & Disposal Products Department, Milwaukee Manufacturing Plant (2,325)
P.O. Box 404 (53201)
Manage Employee Relations
William A. Virginia

185. General Split Corporation (250)
P.O. Box 491 (53201)
President
Saul A. Levine

186. Geuder, Paeschke, & Frey Company (440)
P.O. Box 502 (53201)
Industrial Relations
H.E. Parkinson

187. Globe-Union, Inc. (2,250)
P.O. Box 591 (53201)
George Larseheid

188. Gossen Corporation (120)
2004 W. Bender Rd. (53209)
Plant Manager
Kenneth Bancroft

189. Gould Inc., Plastics Division (300)
4044 N. 31st St. (53216)
Plant Manager
Jim Clark

190. Graf's Beverages, Inc. (330)
4040 W. Greenfield Ave. (53215)
Manager Personnel
Donald Korn

191. Grede Foundries (900)
P.O. Box 443 (53201)
Industrial Relations
R.J. Ward

192. A.L. Grootemaat & Sons Inc. (137)
P.O. Box 2030 (53202)
President
James E. Grootemaat

Milwaukee

193. Grunau Company, Inc. (415)
P.O. Box 4486 (53207)
President
Paul E. Grunau

194. Harley-Davidson Motor Company, Inc. (2,599)
P.O. Box 653 (53201)
Industrial Relations
F.T. Swan

195. Harnischfeger Corporation (3,650)
4400 W. National Ave. (53246)
Public Relations
Richard Schulze

196. The Heit Company (1,400)
P.O. Box 593 (53201)
Industrial Relations
Harvey Niehoff

197. Helwig Carbon Products, Inc. (228)
P.O. Box 4267 (53210)
Plant Manager
N.E. Joers

198. Herbst Shoe Manufacturing Company (280)
P.O. Box 2005 (53201)
Plant Manager
John Nadboralski

199. Howmet Corporation, Crucible Steel Castings Division (750)
2850 S. 20th St. (53215)
Industrial Relations
A.C. Pickens

200. Huebsch Originators (215)
P.O. Box 1999 (53201)
Manager Personnel
Tom Murphy

201. Hydrite Chemical Company (120)
P.O. Box 5283 (53204)
Plant Manager
John Honkamp

202. Ideals Publishing Company (126)
P.O. Box 1101 (53201)
Plant Manager
Verlyn C. Kuderer

Milwaukee

203. Inland Container Corporation (135)
P.O. Box 5597 (53211)
Manager Personnel
B.J. Lancashire

204. Inland-Ryerson Construction Products Company (948)
P.O. Box 393 (53201)
Plant Manager
A.A. Miskulin

205. International Business Machines Corporation (660)
611 E. Wisconsin Ave. (53202)
Resident Manager
E.J. Auxer

206. Interstate Drop Forge Company (285)
4051 N. 27th St. (53216)
Vice-President, Plant Manager
Stephen E. Shanley Jr.

207. Oswald Jaeger Baking Company (400)
918 W. Somers St. (53201)
Manager Personnel
(Mrs.) Ruth White

208. Johnson Service Company (1,500)
P.O. Box 423 (53201)
Industrial Relations
Les Neuens

209. Junior House, Inc. (500)
710 S. 3rd St. (53204)
Manager Personnel
Faye Friedman

210. KCS Industries, Inc. (100)
606 E. Clybourn St. (53202)
Vice-President Personnel
Edward Haugh

211. Kalmbach Publishing Company (150)
1027 N. 7th St. (53233)
Public Relations
Herbert Braun

212. Kearney & Trecker Corporation (1,580)
11000 Theodore Trecker Way (53214)
Robert W. Bachmann

Milwaukee

213. Kleen Test Products, Inc. (100)
102 E. Keefe Ave. (53201)
Manager Personnel
R.J. Haertle

214. Koehring Company (1,850)
P.O. Box 523 (53201)
Public Relations
R.J. Sandretti

215. Kolmar Laboratories, Inc. (222)
224 N. Broadway St. (53202)
Plant Manager
J.J. Tremblay

216. Koss Corporation (157)
4129 N. Port Washington Rd. (53212)
Industrial Relations
Thomas Schultz

217. Krause Milling Company (263)
P.O. Box 1156 (53201)
Vice-President Administration
James G. Meier

218. Lakeside Bridge and Steel Company (240)
5300 N. 33rd St. (53209)
Executive Vice-President
E.W. Kasdorf

219. Lakeside Laboratories (220)
P.O. Box 718 (53201)
Manager Personnel
Eleanor Buetschli

220. Leader Cards, Inc. (125)
935 S. 5th St. (53204)
President
Ralph R. Wilke

221. Loewi & Company Incorporated (359)
225 E. Mason St. (53202)
Public Relations
Larry K. Boe

222. Logemann Brothers Company (172)
3150 W. Burleigh St. (53245)
Plant Manager
Frank Bohacek

Milwaukee

223. Mandel Company (100)
1319 N. 3rd St. (53212)
President
Robert Mandel

224. Marine National Exchange Bank of Milwaukee (720)
P.O. Box 2033 (53201)
President
John C. Geilfuss

225. Marquette Cement Manufacturing Company (100)
2040 W. Wisconsin Ave. (53233)
Manager Personnel
John Gislason

226. Marshall and Ilsley Bank (775)
P.O. Box 2035 (53201)
Vice-President
James P. Fitch

227. Master Lock Company (1,065)
2600 N. 32nd St. 953245)
Manager Personnel
Robert A. Kreilkamp

228. Mead Containers (200)
8000 W. Good Hope Rd. (53233)
Plant Manager
A.H. Bauer

229. Mid-City Foundry Company (135)
1521 Bruce St. (53204)
Manager Personnel
N.P. Krafcheck

230. Miller Compressing Company (135)
P.O. Box 369 (53201)
Vice-President General Manager
Harold W. Paley

231. Miller Brewing Company (-)
4000 W. State St. (53208)
Director, Public Relations
Robert B. Slawter

232. H.C. Miller Co. (160)
224-226 E. Chicago St. (53202)
Manager Personnel
Donald Tuttle

233. Milprint, Inc. (959)
Philip Morris Industrial
4200 N. Halton St. (53212)
Public Relations
John F. O'Connor

234. Milsco Mfg. Company (180)
2758 N. 33rd St. (53245)
Public Relations
Ralph G. Bartlein

235. The Milwaukee Company (185)
207 E. Michigan St. (53202)
Executive Vice-President
Wm.W. Winkler

236. Milwaukee Solvay Coke Company (357)
P.O. Box 5311 (53204)
Industrial Relations
R.P. Schroeder

237. Milwaukee Spring Division-Springtrol, Inc. (120)
3400 S. Nevada St. (53207)
Plant Manager
J.A. Holly

238. Milwaukee Transformer Company (105)
5231 N. Hopkins St. (53209)
Plant Manager
Fred Popanda

239. Milwaukee Valve Company (400)
2375 S. Burrel St. (53207)
Manager Personnel
Robert H. Hotton

240. Mitchell Manufacturing Company (124)
2740 S. 34th St. (53246)
Plant Manager
Wilford C. Mitchell

241. Molbius Printing Company (320)
300 N. Jefferson St. (53201)
Manager Personnel
Rudy S. Cherney

242. Motor Casting Company (475)
1323 S. 65th St. (53214)
Manager Personnel
R. Sorensen

Milwaukee

243. Mueller Color Plate Company (340)
2320 N. 11th St. (53206)
General Manager
Ernest C. Nicholson

244. Murphy Diesel Company (180)
5317 W. Burnham St. (53219)
Plant Manager
L.L. Lindquist

245. Nordberg-Division of Rex Chainbelt, Inc. (2,250)
P.O. Box 383 (53201)
Public Relations
A.A. Novara

246. Nunn-Bush Shoe Company (900)
P.O. Box 2047 (53201)
Executive Vice-President
Robert Feitler

247. Pereless Brothers, Inc.
Division of Beatrice Foods Company (138)
5840-5850 N. 60th St. (53218)
General Manager
Keith P. Tracy

248. Perfex Division-McQuay-Perfex, Inc. (1,275)
500 W. Oklahoma Ave. (53207)
Industrial Relations
E.J. Felbab

249. The Perlick Company, Inc. (300)
8300 W. Good Hope Rd. (53223)
President
Robert D. Perlick

250. Pfister & Vogel Tanning Company, Division (540)
Beatrice Foods Company (540)
P.O. Box 745 (53201)
Vice-President Industrial Relations
Byron Goodman

251. Phoenix Products Company, Inc. (100)
4715 N. 27th St. (53209)
Vice-President-Plant Manager
Harvey S. Mathems

252. Pieper Electric, Inc. (204)
5070 N. 35th St. (53209)
Vice-President
Jack Roberts

Milwaukee

253. Plastronics, Inc. (100)
407 E. Michigan St. (53202)
Manager Personnel
E.R. Hanson

254. Pressed Steel Tank Company (700)
1445 S. 66th St. (53214)
Manager Personnel
R.H. Rothe

255. Reinke & Schomann, Inc. (164)
1400 E. Park Place (53211)
Vice-President
Pat Cotter

256. Reliable Knitting Works (270)
233 E. Chicago St. (53202)
President
Herbert Polacheck

257. Renner Manufacturing Company (106)
4810 N. 124th St. (53225)
Executive Vice-President
Glenn L. Johnson

258. Rex Chainbelt, Inc. (2,390)
P.O. Box 2022 (53201)
Manager Personnel
C.H. Laflin

259. Rexford Paper Company, Inc. (135)
P.O. Box 411 (53201)
Industrial Relations
E.O. Hanson

260. The Rose Company (153)
7044 N. Teutonia Ave. (53209)
Plant Manager
Donald Schultz

261. St. Regis Paper Company, Container Division (198)
5600 W. Good Hope Rd. (53223)
Manager Personnel
W. Oelhafen

262. St. Regis Paper Company, Northern Paperboard Mills (500)
1514 E. Thomas Ave. (53211)
Manager Personnel
H.R. Garbott

Milwaukee

263. Jos. Schlitz Brewing Company (-)
P.O. Box 614 (53201)
Director, Personnel
Robert L. Creviston

264. The E.F. Schmidt Company (200)
3420 W. Capital Dr. (53216)
Plant Manager
R.J. Gerosa

265. George Seelman & Sons Company (170)
P.O. Box 1137 (53201)
Executive Vice-President
Ralph Seelman, Jr.

266. Seitz Manufacturing Company, Inc. (170)
P.O. Box 6285 (53209)
Vice-President-Administration
Jack Jardin

267. Singer-Controls Company of America (978)
Heating and Air Conditioning Division
2450 N. 32nd St. (53245)
Vice-President-Personnel
P. Starbuck

268. A.O. Smith Corporation (-)
3533 N. 27 th St. (53216)
Vice-President Public Relations
Charles H. LeClaire

269. Smith Engineering Works, Division
of Barber-Greene Company (286)
P.O. Box 723 (53201)
Manager Personnel
V. Trawicki

270. T.L. Smith Co. A Division of A-T-O, Inc. (195)
P.O. Box 481 (53201)
Manager Personnel
D.J. Goode

271. Snowwhite Garment Manufacturing Company (150)
224 W. Washington St. (53204)
Executive Vice-President
Dennis A. Price

272. Sola Basic Industries (700)
P.O. Box 753 (53201)
Vice-President, Manager Personnel
Richard E. Marceau

Milwaukee

273. Sorgel Electric Corp.,
Subsidiary of Square D Corp. (456)
838 National Ave. (53204)
Manager Personnel
Paul S. Polasik

274. Spancrete Industries, Inc. (110)
10919 W. Bluemound Rd. (53226)
President
Robert H. Nagy

275. Spincraft Division of Standard International Corporation (100)
4122 W. State St. (53208)
Plant Manager
Allan C. Knudsen

276. Square D Company (1,700)
P.O. Box 472 (53201)
Manager Personnel
R.B. Greb

277. Stainless Foundry & Engineering, Inc. (110)
5150 N. 35th St. (53209)
Pland Manager
E.K. Zielke

278. Stationers Loose Leaf Company (200)
P.O. Box 1759 (53201)
Manager Personnel
Don Tuttle

279. Stonell Industries, Inc. (270)
2577 N. Downer Ave. (53211)
President
G.W. Smith, Jr.

280. Stroh Die Casting Company, Inc. (190)
11123 W. Burleigh St. (53222)
President
George C. Meier

281. Super Steel Products Corp. (115)
2800 W. Capitol Dr. (53216)
Vice-President Plant Manager
George Cobb

282. Superior-Kuetemeyer Company, Inc. (159)
5231 N. 124th St. (53225)
Executive Vice-President
Irving D. Gaines

Milwaukee

283. Tempo Communications, Inc. (350)
1339 N. Milwaukee St. (53202)
President
John B. Harris

284. Tews Lime & Cement Company (162)
6200 W. Center St. (53210)
President
Leonard W. Tews

285. Thiem Corporation (112)
2433 N. Mayfair Rd. (53226)
President
Darold W. Thiem

286. Universal Foods Corporation (500)
P.O. Box 737 (53201)
Manager Personnel
Ronald A. Kampwirth

287. Unirest Corporation (375)
P.O. Box 683 (53201)
President
Frederick Vogel III

288. Utility Products Company (160)
3111 W. Mill Rd. (53209)
Manager Personnel
Wm. Nackie

289. Vitler Manufacturing Corporation (335)
2217 S. 1st St. (53207)
Manager Personnel
(Miss) C.C. Hasler

290. Vitamin Products Company (120)
2023 W. Wisconsin Ave. (-)
President
E.A. Lee

291. E.R. Wagner Manufacturing Company (390)
4611 N. 32nd St. (53209)
Manager Personnel
A. Harbick

292. Wacker Corporation (148)
P.O. Box 6402 (53209)
President
Peter Wacker

303. Wisconsin Gas Company (1,557)
626 E. Wisconsin Ave. (53201)
Manager Personnel
David Lewis

304. Wisconsin Gasket & Mfg. Company (175)
P.O. Box 8058 (53224)
Manager Personnel
Al Pfeil

305. Wisconsin Industrial Truck Company, Inc. (155)
3040 W. Capital Dr. (53216)
President
O.S. Wilson

306. Wisconsin Leather Company, Division
of Spencer Foods, Inc. (181)
1830 S. 3rd St. (53204)
General Manager
Paul B. Flagg

307. Wisconsin Shoe Company (120)
1039 W. 2nd St. (53204)
Vice-President-General Manager
Robert T. Forde

308. Wisconsin Telephone Company (11,439)
722 N. Broadway (53202)
Vice-President Public Relations
J.H. Paige

309. Wrought Washer Mfg. Company (350)
2100 S. Bay St. (53207)
Vice-President-Industrial Relations
Ray Christenson

310. George Ziegler Company (150)
408 W. Florida St. (53202)
Manager Personnel
R.W. Ziegler

Neenah (54956)

311. American Can Company (-)
P.O. Box 702
Senior Vice-President
James E. McClellen

312. Bergstrom Paper Company (626)
P.O. Box 71
Manager Personnel
J.R. Powers

313. Eggers Hardwood Products Corp. (158)
164 N. Lake St.
President
J.B. Lester

314. Kimberly-Clark Corporation (4,800)
N. Lake St.
Industrial Relations
R.S. Ostberg

315. Menasha Corporation (832)
P.O. Box 367
Public Relations
R.D. Widmann

316. Neenah Foundry Company (1,016)
P.O. Box 729
Public Relations
Roger G. Hathaway

317. Overly Incorporated (116)
P.O. Box 568
President
Wm. F. Wverly

New Richmond (54017)

318. Domain Industries, Inc. (615)
215 N. Knowles Ave.
Vice President, Personnel
W.J. McKeon
contact Mr. Jack Kilby

Oshkosh (54901)

319. Amxco, Inc. (170)
P.O. Box 1336
President
D.D. Albers

320. Badger Lumber & Mfg. Company (165)
P.O. Box 340
President
S.T. Ginsberg

321. Hoffmaster Company, Inc. (190)
P.O. Box 1040
Vice-President Administration
W.E. Schneider

322. Lenox Candles, Inc. (300)
P.O. Box 890
Manager Personnel
Allen Marold

323. Medalist Industries, Inc. (368)
P.O. Box 92
Manager Personnel
Gary Eklund

324. C.E. Morgan Company (650)
P.O. Box 530
Earl E. Miller

325. North American Rockwell (1,035)
P.O. Box 160
Manager Personnel
Benjamin T. Gunz

326. Oshkosh B'Gosh, Inc. (255)
P.O. Box 300
President
Charles F. Hyde, Jr.

327. Oshkosh Truck Corporation (515)
P.O. Box 560
Industrial Relations
D.P. Molsing

328. The Radford Company (100)
P.O. Box 770
President
C.M. Radford

329. SNC Manufacturing Company, Inc. (252)
P.O. Box 470
President
John L. Vette, Jr.

330. Universal Foundry Company (500)
P.O. Box 830
Manager Personnel
L.P. Hutzler

Racine

331. J.I. Case Company (5,000)
700 State St. (53404)
Vice-President
R.C. Wagner

332. The Dumore Company (235)
1300 17th St. (53403)
Manager Personnel
A. Marion Ruter

333. Foundry Allied Industries, Inc. (210)
P.O. Box 588 (53403)
President
Richard J. Christensen

334. Gorton Machine Corporation Subsidiary (350)
of Kearney & Tucker Corp.
P.O. Box 705 (53401)
Manager Personnel
M.A. Haughney

335. Greene Manufacturing Company (125)
P.O. Box 397 (53402)
Manager Personnel
Harry Clinton

336. Harris Metals, Inc. (190)
P.O. Box 398 (53401)
President
G.V. Harris

337. In-Sink-Erator Mfg. Division-Emerson Electric Co. (460)
4700 21st St. (53406)
Vice-President Manager Personnel
A.C. Haman

338. Jacobsen Manufacturing Company (744)
1721 Packard Ave. (53403)
Vice-President Manager Personnel
J.D. Landon

339. S.C. Johnson & Son, Inc. (-)
1525 Howe St. (53403)
Manager Personnel
Roger D. Mulhollen

340. Lakeside Malleable Casting Company (150)
1333 23rd St. (53403)
President
L.G. Osborne

341. Mamco Corporation (254)
532-524 rth St. (53404)
President
Henry E. Meltzer

342. Medical Engineering Corporation (100)
3037 Mt. Pleasant St. (53404)
President
Wilfred Lynch

343. Metal Parts Corporation (108)
930 10th St. (53403)
Executive Vice-President
Carolyn Haas

344. Modine Manufacturing Company (565)
1500 DeKoven Ave. (53401)
Public Relations
P.J. Dahlberg

345. Motor Specialty, Inc. (173)
P.O. Box 1154 (53405)
Vice-President Administration
Harry F. Anderson

346. Maxness Products, Inc. (155)
1914 Indiana St. (53405)
President
James E. Mohrhauser

347. Printing Developments Incorporated,
Plant and Chemical Division (151)
2010 Indiana St. (53405)
President
Robert Edmondson

348. Racine Hydraulics, Division of Rex Chainbelt, Inc. (600)
Rexnord Inc. Racing Products
2000 Albert St. (53404)
Director Personnel
John A. Bach

349. Racine Steel Castings Company (690)
1442 N. Memorial Drive (53404)
Manager Personnel
Gilbert H. Eickhorst

350. Rainfair, Inc. (450)
1501 Albert St. (53404)
Manager Personnel
F.J. Szymanski

351. E.C. Styberg Engineering Company, Inc. (195)
1600 Goold St. (53401)
President
E.C. Styberg

352. Twin Disc, Incorporated (1,085)
1328 Racine St. (53403)
Manager Personnel
Robert C. Simpson

353. Voorlas Manufacturing Company (220)
P.O. Box 268 (53404)
President
Peter H. Voorlas

354. Vulcan Materials Company, Midwest Division (134)
1501 Three Mile Rd. (53402)
Vice-President Midwest Division
Cyrus C. Addams

355. Walker Forge, Inc.
200 17th St. (53403)
Manager Personnel
Donald Kamm

356. Walker Manufacturing Company (700)
1201 Michigan Blvd. (53402)
Vice-President Personnel and Industrial Relations
D.T. Savas

357. Webster Electric Company, Inc.,
Subsidiary of Sta-Rite Industries, Inc. (614)
1900 Clark St. (53403)
Manager Personnel
Glenn Schulz

358. Western Publishing Company, Inc. (2,200)
1220 Mound Ave. (53404)
Industrial Relations
Keith Koch

359. Wisconsin Natural Gas Company (572)
P.O. Box 60 (53401)
Manager Personnel
John F. Barrett

360. Young Roditor Company (629)
2825 Four Mile Rd. (53404)
Manager Personnel
L.A. Zickus

Rhinelander (54501)

361. Daniels Manufacturing, Inc.
P.O. Box 220
Manager Personnel
Wesley G. Higgs

362. St. Regis Paper Company Communication
and Packaging Papers Division (1,150)
Manager Personnel
R.N. Fischer

363. Triumph Twist Drill Division,
Precision Twist Drill & Machine Co. (120)
P.O. Box 871
Manager Personnel
Milton Peterson

Schofield (54476)

364. Drott Mfg. Co. A Division of J.I. Case Co. (660)
P.O. Box 1087
Manager Personnel
G. Timler

365. Greenheck Fan & Ventilator Corporation (150)
P.O. Box 128
Manager Personnel
Douglass Seeber

366. Wausau Motor Parts Division
Muskegon Piston Ring Company (330)
P.O. Box 190
Manager Personnel
Gary Batka

Sheboygan (53081)

367. Armour Leather Company (400)
P.O. Box 849
Manager Personnel
J.R. Schoemer

368. David Douglas Company, Inc. (120)
P.O. Box 897
President
David Douglas

369. Ebenreiter Lumber & Woodworking Companies (200)
1221 Erie Ave.
President
Robert H. Ebenreiter

370. Garton Toy Company (200)
P.O. Box 59
Manager Personnel
Merlin Krull

371. General Box Company (-)
P.O. Box 648
President
T.W. Regan

372. Hayssen Manufacturing Co. (380)
P.O. Box 571
Manager Personnel
James Brost

373. Mayline Company, Inc. (140)
P.O. Box 728
President
Ellwood H. May

374. K. W. Muth Company, Inc. (140)
P.O. Box 909
Executive Vice-President
A.P. Nemeth

375. Plastics Engineering Company (472)
P.O. Box 758
President
Ralph T. Brotz

376. Polar Wane Company (220)
P.O. Box 211
Manager Personnel
Milton Freiherr

377. R-Way Furniture Company, Inc. (325)
P.O. Box 718
President
Daniel R. Baumann

378. The C. Reiss Coal Company (235)
P.O. Box 688
President
W.A. Reiss

379. Ross Glove Company (150)
P.O. Box 209
President
Carl Ross

380. Vinyl Plastics, Inc. (130)
P.O. Box 451
President
Robert E. Kohler

381. The Vollrath Company (650)
P.O. Box 611
Manager Personnel
G.C. Donlon

382. Wigwam Mills, Inc. (375)
P.O. Box 818
Manager Personnel
T. LaFleur

Stevens Point (54481)

383. Bake-Rite Baking Company (208)
P.O. Box 347
President
Mary Loomans

384. Weber Tackle Company (100)
P.O. Box 47
President
Earl Parkman

385. Whiting Plover Paper Company, Division of
Nekoosa Edwards Paper Company, Inc. (250)
P.O. Box 48
Manager
Ralph A. Atkins

Superior (54880)

386. Fraser Shipyards, Inc. (265)
P.O. Box 568
Public Relations
Wesley R. Harkins

387: Jeno's Inc. (135)
1901 Winter St.
Vice-President Public Relations
Lee A. Vann

388. Lakehead Pipe Line Co., Inc. (129)
P.O. Box 388
Manager Personnel
P.L. Martineau

389. Murphy Oil Corp. (147)
P.O. Box 2066
Manager Personnel
W.H. Buch

Wausau (54401)

390. Connor Forest Industries (800)
P.O. Box 847
Manager Personnel
Roy Evans

391. Employers Insurance of Wausau (1,625)
P.O. Box 150
Vice President Personnel
C.A. Hessert

392. Marathon Electric Manufacturing Corp. (875)
P.O. Box 1407
Industrial Relations
Thom J. Williams

393. Marmet Corporation (150)
P.O. Box 1008
President
Harold J. Bye

394. Murray Machinery, Inc. (375)
P.O. Box 1167
Manager Personnel
W.C. Sours

395. Wausau Homes, Inc. (414)
P.O. Box 1204
Vice President Manager Personnel
Clifford Schuette

396. Wausau Iron Works (155)
P.O. Box 1247
President
Ed Drott

397. Wausau Metals Corp. (105)
P.O. Box 1182
President
Laurence J. Niederhofer

398. Wilson Hurd Manufacturing Co., Inc.
P.O. Box 28
President
F.O. Walters

Wisconsin Rapids (54494)

399. Consolidated Papers, Inc. (3,872)
Director Public Relations
D.P. Meyer

400. Preway Inc. (420)
1430 2nd St. North
Manager Personnel
Oscar Neitzel

Appendix B

Questionnaire and Letter Mailed to

Business and Industries

CVTAE
11/5/73

UW-Stout
Menomonie, Wisconsin

Teacher/Industry Exchange Program

Please return completed questionnaire to Project Director in enclosed addressed envelope. If your company is interested in participating in the Teacher/Industry Exchange Project please indicate that interest by checking the appropriate blank below and then complete the remainder of the questionnaire. If you are not interested please check No and return this questionnaire. Thank you.

1. Name of Company: _____

2. Is your company interested in participating in the Teacher Exchange Program?

   [ ] 1. Yes, please respond to items 3-9.

   [ ] 2. No, please respond to item 9.

3-5. Directions: What is your reaction to the three exchange plans described on the cover letter? Please react to each plan.

3. Plan A - A vocational teacher and worker exchanging positions.

   [ ] 1. We prefer this plan.

   [ ] 2. We could participate in this plan.

   [ ] 3. We could not participate in this plan.

4. Plan B - A vocational teacher employed by your company with an industry consultant to be used by a vocational school in a "when available basis."

   [ ] 1. We prefer this plan.

   [ ] 2. We could participate in this plan.

   [ ] 3. We could not participate in this plan.

5. Plan C - A vocational teacher would be employed by your company.

   [ ] 1. We prefer this plan.

   [ ] 2. We could participate in this plan.

   [ ] 3. We could not participate in this plan.

6. If Plan B or C is preferred would your company be willing to pay the vocational teacher's salary? [ ] 1. Yes, [ ] 2. No

7. Name of contact person: _____

8. Work assignments available (please list total number of vocational teachers who could be employed by your company by payroll job title).

Payroll Job Title	Position(s) Available
a. _____	
b. _____	
c. _____	

9. _____
   Signature of person completing questionnaire

Thank you. Please return to: John A. Jarvis, Project Director
Teacher/Industry Exchange Program
Center for Vocational, Technical
and Adult Education
University of Wisconsin-Stout
Menomonie, Wisconsin 54751

November 9, 1973

name
business
address
city, state zip

Dear name:

The University of Wisconsin-Stout concentrates its efforts in higher education programs related to industry and technology, home economics and applied arts. The preparation of teachers for these programs for the Wisconsin system of Vocational, Technical and Adult Education is a primary mission of Stout.

Teachers employed by the vocational districts must have completed several years of work experience in business or industry to be qualified for a vocational teaching position. Also teachers of vocational subjects are asked to update their vocational skills and knowledge at stated intervals of time.

The University of Wisconsin-Stout is now developing a teacher exchange program so that vocational teachers who wish to fully qualify for a vocational teaching position may be able to do so on a planned basis. Three plans are being developed to implement this program.

Plan A - This teacher exchange program would involve the swapping of a business or industrial employed person for a vocational teacher. That is, for a stated period of time a vocational teacher would be employed in the position that was held by the business or industry employed worker. The business or industry employed worker would replace the vocational teacher for the same time interval.

Plan B - The vocational teacher under this plan would be employed in industry for a period of time. The industry or business involved would furnish, on a part-time, when available basis, an employee who would assist the vocational school in the development of courses, course sequences, preparation of instructional material and evaluate the teaching equipment being used for instruction.

Plan C - The vocational teacher would be employed in industry for a period of time.

This teacher exchange program should result in better prepared vocational teachers and a vocational school graduate who is more employable.

If you are interested in participating in this cooperative exchange program would you please indicate that interest by completing the enclosed questionnaire. Thank you.

Sincerely yours,

John A. Jarvis
Project Director

JAJ:po
Enclosures

Appendix C

Letters and Questionnaire Mailed

to Vocational Districts

UNIVERSITY OF WISCONSIN
STOUT
MENOMONIE WISCONSIN 54751

November 19, 1973

name
business
address
city, state zip

Dear name:

The Center for Vocational, Technical and Adult Education at the University of Wisconsin-Stout is developing a vocational teacher/industry pilot exchange program. This work is being done as a part of EPDA Sub-Project No. 7 (Part F, 553) funded through WBVTAE.

This program when developed and implemented is designed to assist vocational, technical and adult education instructors meet the non-educational occupational vocational teaching experience requirement. Also, it is designed to assist vocational instructors update their occupational skills and knowledges. Three plans are being developed to implement this program:

Plan A: This teacher exchange program would involve the swapping of a business or industry employed person for a vocational teacher. That is, for a stated period of time a vocational teacher would be employed in the position that was held by the business or industry employed worker. The business or industry employed worker would replace the vocational teacher for the same time interval.

Plan B: The vocational teacher under this plan would be employed in industry for a period of time. The industry or business involved would furnish on a part-time basis, when available, an employee who would assist the vocational school in the development of courses, course sequences, preparation of instructional material and the evaluating of the equipment being used for instruction.

Plan C: The vocational teacher would be employed in industry for a period of time.

This teacher exchange program should result in a better prepared vocational teacher and a vocational school graduate who is more employable.

Since it will be necessary to survey business and industry to identify placement possibilities and then match the identified available positions with the teaching assignment of a vocational-technical instructor, it may not be possible to place all instructors interested in acquiring additional work experience. Also, the project is designed for a limited number of instructors.

If you or your school are interested in this exchange program, would you please indicate that interest by completing the enclosed survey form. Please return the completed form in the enclosed self-addressed envelope. Thank you.

Sincerely yours,

John A. Jarvis
Project Director

Enc.

JJ/jh

TEACHER / INDUSTRY EXCHANGE PROGRAM

Please return the completed questionnaire to the Project Director in the enclosed self addressed envelope.

1. Vocational District Number [ ].

2. We have a similar Teacher Exchange program. yes[ ] no[ ].

   If you do have such a program would you please mail a copy of your plan with the completed questionnaire to the Project Director. Thank you.

3. Is your district interested in participating in the Teacher Exchange Program?
   [ ]yes, Please respond to items 4-6.
   [ ]no, Please respond to item 6.

4. Name of person to contact_____.

5. Number and subject areas of teachers interested in this exchange program. If no one in an area is interested, place a zero in the appropriate blank.

___ Agribusiness	___ Business and Office Occupations
___ Home Economics	___ Health Occupations
___ Distributive Education	___ General Education
___ Technical Education	___ Other
___ Trades and Industry	

6._____.
Title and signature of person completing questionnaire

Thank you. Please return to:

John A. Jarvis
Teacher Exchange Project Director
University of Wisconsin Stout
Menomonie, Wis. 54751

State of Wisconsin \ BOARD OF VOCATIONAL, TECHNICAL & ADULT EDUCATION

EUGENE LEHRMANN
State Director
4802 Sheboygan Avenue
MADISON, WISCONSIN 53702

November 16, 1973

Dr. William M. Sirek, District Director
[illegible]
[illegible], Technical and Adult Education District
1825 North Bluemound Drive
Appleton, Wisconsin 54911

Dear Dr. Sirek:

The State Board has awarded an EPDA project to the Center for Vocational, Technical and Adult Education at UW-Stout. The project pertains to developing a model and/or plan for a vocational education staff exchange program.

The results of this study will be helpful in planning activities for vocational, technical and adult education personnel to meet their noninstructional occupational experience requirements, as well as keeping up-to-date in their respective subject areas.

To complete this study it will be necessary for each VTAE district to complete at least one survey instrument. Any assistance you may be able to give to Stout will be appreciated by this office.

We would appreciate your cooperation with Dr. Jarvis and the Center in this project by providing information when requested in the near future.

Sincerely,

Eugene Lehrmann
State Director

EL/RK/mt

cc: Dr. John Jarvis

Appendix D

Lakeshore VTAE District

Directed Work Experience, Staff Exchange Program

APPLICATION FOR PROJECT APPROVAL
Vocational Ed. Amendments of 1968
VE-VE-1 (Revised 5/71)

Project No. 11-005-151-314

Project Title Work Experience, Staff Exchange Program

Has applicant previously submitted a project in this area? [X] Yes [ ] No

If yes, indicate most recent Project No. 11-020-151-313

Was the project approved? [X] Yes [ ] NO

Certification of the Assurance of the Compliance with the Department of Health, Education, and Welfare Regulation under Title VI of the Civil Rights Act of 1964 (HEW-441) was filed (Date) _____.

Cost of Project:	Percent	Amount
Federal Funds	45	$ 3,123
Matching Funds	55	$ 3,817
Total Cost	100	$ 6,940

The applicant agrees to comply with all federal and state laws, rules and regulations including:

1. State Board Supervision of all projects.
2. Maintenance and auditing of all necessary fiscal records.
3. Submission of necessary evaluation and performance reports.

Date April 26, 1973

Project Supervisor _____
(Signature)

District Director Frederick Overcode
(Signature)

If project is submitted by a private agency, please give the following information:

Agency Administrator _____
(Signature)

Institution _____

Address _____

Wisconsin Board of Vocational, Technical and Adult Education
Madison, Wisconsin 53703

VOCATIONAL EDUCATION ACT
FINANCIAL REPORT
VE-VE-3 (Rev. 10/71)

1. Project No. [illegible]

2. Project Title Work Experience, Staff Exchange Program

3. a. Budget Number _____ b. Expenditure Report Number _____

Proposal [X] Revision [ ] Partial [ ] Final [ ]

4. Report Period From July 1, 1973 To June 30, 1974

		Amount	Total
5.	SALARIES		
	a. Supervisory	$	
	b. Guidance Counseling		
	c. Clerical	80.00	
	d. Custodial		
	e. Instructional	4,800.00	
	f. Other Supporting Salaries Itemized	1,500.00	$ 6,380.00
6.	EQUIPMENT		
	a. Repairs & Services		
	b. Rental of Instructional Equipment		
	c. Instructional Equipment		
	d. Other Capital Expenditures		
7.	CONSTRUCTION		
8.	TRAVEL	360.00	360.00
9.	INSTRUCTIONAL MATERIALS AND SUPPLIES		
	a. Audio Visual Aids		
	b. Reference Books		
	c. Textbooks and Work Books		
	d. Supplies and Materials	200.00	200.00
10.	OTHER COSTS		
	a. Rental of Space - Not in Building		
	b. Utilities		
	c. Other Costs Itemized		
11.	TOTAL COSTS		$ 6,940.00
12.	Federal Funds	45 %	$ 3,123.00
13.	Matching Funds	55 %	3,817.00
14.	TOTAL COST		$ 6,940.00

District Director Frederick Mueseke Date April 26, 1973

Agency Administrator _____ Date _____

Wisconsin Board of Vocational, Technical and Adult Education
Madison, Wisconsin 53703

5.	**Salaries**	
	c. Clerical - one part time clerk $2.50 per hour for 32 hours	$ 80.00
	e. Instructional - three staff members $5.00 per hour for 320 hours	$4,800.00
	f. Other Supporting Salaries Itemized Industry Consultants $100.00 x 5 x 3	$1,500.00
8.	**Travel** Travel @ 12¢ per mile for 1,000 miles x 3 people	$ 360.00
9.	**Instructional materials and supplies** d. Copy costs, postage, office supplies	$ 200.00
	TOTAL	$6,940.00

A PROPOSAL

FOR A

DIRECTED

WORK EXPERIENCE,

STAFF EXCHANGE

PROGRAM

I. The Problem

With our rapid changing technology, it has become very apparant that faculty members of a technical school system find it increasingly difficult to keep up-to-date with current practices in industry as they relate to each specific field. The demands placed upon faculty members include: advanced degrees, keeping abreast with changing methodology of teaching. The problem of obtaining advanced degrees and changing methodology is thoroughly and adequately handled by our state colleges and universities in their summer school sessions and evening school programs, affording every teacher an opportunity in these areas. The problem of keeping abreast with changing skills and theories is also being handled quite adequately with improvements being made every year through special institutes, meetings, and workshops held during school years and throughout the summer sessions. Many of these are sponsored through NDEA grants, NSF grants, and special USOE Funding Operations. The real problem therefore, that exists, is keeping current with the practices that are presently being used in business and industry today. Work-experience that can be gained through summer employment is usually not too beneficial, as the proper type of experience that a person should gain is usually not afforded by companies in many areas. Therefore, the problem of providing the right type of work experience to enable a school faculty to be up-to-date with current industrial and business practices is very necessary. Also involved to validate these experiences is a staff exchange and/or utilization with business and industry.

II. Rational and Justification for Proposal

The rational used as a basis for determining the need of a directed work experience, staff exchange program is as follows:

A. It is becoming increasingly difficult to hire faculty members with the proper type of work experience that would be beneficial to students.

B. Salaries are not competitive enough to hire high degree specialists with proper types of work experience, therefore, some alternative need be approached to provide proper experiences for younger people entering the teaching field.

C. The rapid changing technologies of today calls for re-evaluation of work experiences every few years and, accordingly, work experiences from 5 to 10 years ago are outmoded and inadequate.

D. There are very few industries who would consider hiring a person, pay the person, and still give them the proper type of work experience to make his summer employment worthwhile in terms of experiences beneficial to the school and the individual as an instructor in the school system.

E. The school system must assume some of the responsibility for upgrading their staff in order to have an adequate teaching faculty.

F. It is, of course, much better to have a planned program of improvement that will be beneficial to both the school and the faculty member than to put an undo burden upon each faculty member.

G. Practices in industry are constantly changing and therefore a planned program is necessary to keep abreast with these changes.

H. Industries vary in practices and a planned program would take into account many industries.

I. The experiences to be gained are classified as an educational program. Employment by the school to study and work within industry would, therefore, be a learning situation and not a production situation.

J. A staff exchange workshop would involve people from industry to validate our findings and assist in curriculum integration.

III. Definitions and Limitations

The term DIRECTED WORK EXPERIENCE refers to an organized program of work experience activities conducted in an industry directly related to the person's field of teaching. The experiences provided for the participant will be under the direction and control of the organizing agency through the cooperation of an affiliate business or industry.

The term STAFF EXCHANGE refers to an organized program of review and analysis of the findings of the Directed Work Experience instructor. Periodic consultations and visits to the school to work with curriculum change will be part of the program.

IV. Assumptions and Hypothesis of This Study

It is assumed, with a great deal of conviction and substantiation, that a directed work experience program will provide the faculty with the necessary background relating to practices within business and industry to better relate to students the actual conditions that will exist when they become employable. It is through this study that a department faculty can readjust the goals and objectives of their program, and provide beneficial up-to-date instruction until the next study of industry is made. It is also assumed that through a concentrated study of business and industry by means of direct contact will achieve a higher degree of accuracy and knowledge than any form of survey could provide. It is further assumed that the graduating student will better meet the needs of industry on an entry job basis and also be in a better position for advancement if the faculty has first-hand knowledge of current business and industrial practices.

V. Objectives of the Study

The directed work experience program is an aid to instructors in their need to stay abreast with the changing technology in each specific field of teaching. The program will be so designed to enable staff faculty to observe employees in entry jobs and advanced jobs to determine:

A. Entry skills needed.

B. Functions of performance.

C. Areas of advancement.

D. Organizational structures of industry.

E. New trends in industry.

F. Proper attitudes of employees.

G. Employee, employer relationship.

H. Plus and minus factors of new employees.

I. Changing job requirements.

J. Project the professional stature of staff members.

Within the structure will be time for actual work experience, of a short duration, to familiarize staff in new and emerging trends.

The observations and studies will be written in such a form to serve as a guide for future instruction in the department concerned.

VI. Operational Procedures

The directed work experience program will be a one-year activity for the department involved. The planning of the program will begin with the normal school year and continue until the summer months. The department faculty involved will be hired by the school for a period of eight weeks during the summer, in which they will proceed with the plan developed, to gather the necessary information and write their reports in such a form that it will be usable for directing the teaching activities of the department.

The succeeding year of the directed work experience program will involve in-service training to implement the findings of the directed work experience program. This program will involve the entire faculty teaching in a specified program.

The advanced planning for the operation of the directed work experience will begin in January previous to the summer involved. During the normal school year the department faculties involved will meet on a regular basis to:

A. Determine what industries should be contacted to be included in the study.

B. Determine of what the study itself will consist.

C. Determine how the staff member(s) will go about gathering data for the study.

D. Meet with affiliated businesses and industries to assure full cooperation and understanding in what is to be accomplished.

The summer activities of the directed work experience program will include one week for the preparation of materials, final orientation, and last minute arrangements; five weeks for the study itself in one or more industries as previously determined; and two weeks to write up the final results in a report

that will be usable to the department for the next four years. This final week will include the conferences with the industry personnel in the staff exchange.

The method of gathering information and determining the necessary information will not necessarily be through actual work but through observation of the employees of a business or industry which have the job positions what we are training for. The participating staff member will observe and discuss with employees, supervisors, and employers the many jobs available, skills, attitudes and habits desired, and structure of the organization. The staff member will also observe what is going on in relationship to the discussion of what is desired and needed. Some actual productive work may be necessary to the learning processes. The final report will be both objective and subjective in nature whereby the actual procedures observed can be recorded and evaluation of the entire study will be made by the staff member.

The calendar of events for the operation of this program will be as follows:

A. January -- Orientation of Department Faculty to a Directed Work Experience Program.

B. February -- Determination of businesses and industries to be contacted and verification of affiliation.

C. March -- Development of the study to be used.

D. April -- Meet with affiliating industries to discuss what is desired and how it may be accomplished.

E. June, July, August -- The actual work experience program will be put into effect according to the plan.

The business and industries to be chosen will be contacted on the basis of:

A. Business and industry that employs students and graduates of the operating programs.

B. Business and industry that are potential employers of graduates.

C. Business and industry within a reasonable location to the school to afford employment opportunities to graduates.

D. Business and industry involved in modern up-to-date practices and procedures.

The statistical treatment of the observations will be in accordance with the initial plan. The basic statistibs will involve the measures of central tendency as they relate to the establishment and review of program objectives. Limited correlation studies will be used in determining success factors as they relate job success and education.

VII. Use of the Findings -

The basic use of the findings will be in adjusting, if necessary, the goals and objectives of curriculum and more specifically, courses within a curriculum. The reports will be a basis of in-service training throughout the following year to follow-up the observation of business and industry and determine how these findings can be made part of the curriculum.

Extensive use of the advisory committees is anticipated in reviewing the reports and discussing necessary curriculum adjustments.

It is also anticipated that areas of research will be discovered during the program. These needed areas of research will also be discussed to determine what direction to pursue.

VIII. Personnel and Facilities

The entire Directed Work Experience Program will be under the jurisdiction of the Instructional Services Department. It will require that all personnel involved participate in the program.

Each curriculum area will have a group leader that will function in the organizational capacity as well as participate in the study itself.

Sufficient secretarial help will be available to assist the group in preparing necessary forms, handling correspondence, and preparing the final report.

Appendix E

Area Vocational, Technical and Adult

Education District One

Work Experience Program

AREA VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT ONE
Eau Claire, Wisconsin

AGREEMENT

WHEREAS, _____,

is a certified teacher for the Area Vocational, Technical and Adult Education District One and;

WHEREAS, the said _____ is desirous of having a _____ leave for educational purpose and;

WHEREAS, the said _____ has complied with the requirement for application for such leave and;

WHEREAS, the application of said _____ has been approved by the Area Board of Vocational, Technical and Adult Education District One subject to the entering of a formal agreement and signing of a note according to the conditions of the agreement between the Board and the District One Vocational-Technical Teachers Federation, Local 1714, A.F.T., effective January 1, 19___.

NOW THEREFORE it is hereby agreed between _____ and the Area Board of Vocational, Technical and Adult Education District One that:

1. The Board shall grant a _____ leave commencing on the _____ day of _____, 19___, until the _____ day of _____, 19___.

2. That during this period the Board shall pay to the said _____ one-half (½) of his usual salary (including fringe benefits) for the period of such leave.

3. That the said _____ may pay the other one-half (½) of his fringe benefits.

4. That in consideration of the Board's action the said _____ agrees to teach for the Area Board of Vocational, Technical and Adult Education District One for a period of two years after the expiration of said leave.

5. That to insure the compliance of clause four (4) above, the said _____ agrees to sign a note in the amount of $_____ and that in the event ____ fails to teach the two years as agreed to, said note will become due and payable as liquidated damage.

6. That said note shall be canceled upon the completion of two years of teaching after termination of said leave or upon death or total disability of said _____.

Dated this _____ day of _____, 19 ___.

_____

AREA VOCATIONAL, TECHNICAL AND
ADULT EDUCATION DISTRICT ONE

By: _____

_____

AREA VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT ONE
Eau Claire, Wisconsin

PROMISSORY NOTE

$ _____ _____, 19 ___.

FOR VALUE RECEIVED, the undersigned promises to pay on demand to the order of Area Vocational, Technical and Adult Education District One (hereinafter called "District One"), the sum of $_____, together with interest thereon commencing from the date of demand for payment, at the rate of 7 percent per annum.

This Promissory Note is issued by the undersigned pursuant to that certain Agreement between the undersigned and District One, providing for a _____ leave for the undersigned from the employ of District One, with salary, from the _____ day of _____, 19 ___ until the _____ day of _____, 19 ___, which Agreement contained a provision that in consideration of the granting of said _____ leave to the undersigned, with a continuation of salary as provided for therein, the undersigned agreed to return to the employ of District One for a period of two years after the expiration of said leave.

The undersigned executes this note, then, upon the express condition that it will be null and void if in fact the undersigned does return to the employ of District One at the commencement of the school year, and teaches for a period of two years thereafter. Upon the completion of said two years of teaching, or upon the death or total disability of the undersigned, this note shall become null and void.

DATED: _____, 19 ___. _____ (SEAL)

The conditions set forth above are hereby approved.

AREA VOCATIONAL, TECHNICAL AND
ADULT EDUCATION DISTRICT ONE

DATED: _____, 19 ____. By: _____

PROCEDURES FOR ADMINISTRATION OF SABBATICAL LEAVE

The following procedure will be followed in the administration of the sabbatical leave provision of the negotiated teacher contract:

1. Requests shall be made in writing to the district director or his designated representative. Such requests shall state the nature of the program of professional improvement that the teacher contemplates pursuing during the period of the leave and how such improvement would assist him in performing duties assigned by Area Vocational, Technical and Adult Education District One.

2. In accordance with established payroll procedure on the basis of 50 percent of the amount received if performing as a full time staff member, salary will include fringe benefits such as insurance, accumulated sick leave, etc. in accordance with the prorate of salary. Experience increment will be given for a period of time while a staff member is on leave.

3. Applications requesting sabbatical leave will be received by the district director by February 1. Within 30 days after the application deadline, the director will inform the applicant of action taken on the request. Where such leave is granted the staff member will have 15 days within which to sign an agreement to accept such leave. Where applications exceed the number of leaves to be granted, an alternate will be selected. When a staff member awarded sabbatical leave indicates in writing that he will not be accepting such leave, the alternate will be notified and provided a 15-day period from notification in which to sign the leave agreement.

4. Applicants for sabbatical leave must be fully certified or eligible for such certification for the period of time they are obligated to employment with the Area Vocational, Technical and Adult Education District One as a result of accepting leave.

5. Where the recipient of sabbatical leave is pursuing graduate studies he shall be enrolled in no less than the average number of credits required at the institution for a full time student and shall maintain a B grade average.

6. Distribution of sabbatical leave recipients among the departments will be followed wherever feasible. At no time will leave be granted to more than one member from an area of training.

7. The recipient shall submit to the director an initial report within 30 days after the start of his sabbatical leave activity and thereafter at intervals not in excess of 60 days throughout the sabbatical leave period. Each report will concisely summarize the recipient's professional activity toward meeting the objective for granting such leave. A final report will be submitted by the recipient which will supplement any official transcript of any credits earned and testify to the type of program pursued during the leave.

8. If the director is convinced that an employee on sabbatical leave is not fulfilling the purpose for which such leave was granted, he shall report the same to the board. After giving the recipient a chance to be heard the board may terminate the sabbatical leave as of the date of abuse.